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## ABSTRACT

The publication is presented with the purpose of providing educators easy access to current materials relevant to vocational-technical instruction and research. In the abstract section instructional materials (159 items) are followed by research materials (91 items), with the subject and author indexes providing access to both categories. The subject index descriptors are those listed in the "Thesaurus of ERIC Descriptors." The Projects in Progress section opens with a title by State index and provides abstracts of five curriculum projects and a directory of curriculum coordination centers. A title by State index provides access to 33 research projects in progress funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. A State directory of research coordinating units is provided. VT numbers included are VT 101 951 to 102 200. It is noted that, by arrangement with the ERIC Clearinghouse in Career Education, many of the documents announced in AIM/ARM will also be announced in "Resources in Education" (RIE) and these will be available in microfiche and/or hard copy through the ERIC Document Reproduction Service. Items not selected for RIE will be incorporated into the AIM/ARM, VT-ERIC Microfiche Set. A cross reference list will be supplied in a future issue of AIM/ARM. (SA)

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# **ABSTRACTS of INSTRUCTIONAL and RESEARCH MATERIALS**

**AIM / ARM**

**in  
Vocational  
and  
Technical  
Education**

**VOLUME 8  
NUMBER 5  
1975**

**NEW  
DOCUMENT  
AVAILABILITY  
SEE PAGE VII**

## MISSION OF THE CENTER

The Center for Vocational Education's mission is to increase the ability of diverse agencies, institutions, and organizations to solve educational problems relating to individual career planning and preparation. The Center fulfills its mission by

- Generating knowledge through research
- Developing educational programs and products
- Evaluating individual program needs and outcomes
- Installing educational programs and products
- Operating information systems and services
- Conducting leadership development and training programs

ISSN 0095 - 3784

*This publication was prepared pursuant to a contract with the Bureau of Occupational and Adult Education, Office of Education, U.S. Department of Health, Education, and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgement in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official U.S. Office of Education position or policy.*

ABSTRACTS OF INSTRUCTIONAL AND RESEARCH MATERIALS  
IN VOCATIONAL AND TECHNICAL EDUCATION

VOLUME 8, NUMBER 5

VT 101 951 - 102 200

THE CENTER FOR VOCATIONAL EDUCATION  
THE OHIO STATE UNIVERSITY  
1960 KENNY ROAD, COLUMBUS, OHIO 43210

1975

## PREFACE

Finding and using relevant information frequently is a major task for researchers, curriculum specialists, teachers, administrators, and students. The Center for Vocational Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center assembles information relevant to the field of vocational-technical education. Through abstracts designed to present useful information about materials, the Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) publication provides educators quick access to in-use or under-development instructional and research materials. The full text of these materials is available on microfiche or from the original source.

We are indebted to our colleagues within the profession for providing instructional and research materials as they become available. We especially appreciate the contributions of state research coordinating units, curriculum coordination centers, instructional materials laboratories, local school systems, and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are encouraged to send instructional and research materials for possible inclusion in future issues of AIM/ARM.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor  
Director  
The Center for Vocational  
Education

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# SAMPLE ABSTRACT

Accession number sequentially assigned to documents as they are processed.

Author(s). VT 100 000

Microfiche (MF) and/or hard copy (HC) of the full text of the document will be available. The issue in which ordering numbers will be given is indicated. Documents not available in MF or HC are available from alternate sources cited.

RICHARDS, F.L.

OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE.

Title.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK.  
DEPT. OF AGRICULTURAL EDUCATION.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
DIV. OF ADULT, AND VOCATIONAL RESEARCH.

Organization where document originated.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

Agency responsible for initiating, funding, and managing the project producing the document.

OEC-0-85-12345 (7291)  
TEACHER-EDUC-SER-V12-N1

Report number and/or bureau number.

DEPARTMENT OF AGRICULTURAL EDUCATION, PENNSYLVANIA STATE UNIVERSITY, UNIVERSITY PARK, PENNSYLVANIA 16802 (\$1.00).

Contract (OEC) or grant (OEG) number.

Date published and number of pages.

PUB DATE - 71 56P.

Alternate source for obtaining documents.

Descriptors--subject terms characterizing substantive contents. Major terms preceded by asterisk.

DESCRIPTORS - \*AGRICULTURAL EDUCATION;  
\*CURRICULUM GUIDES; \*ORNAMENTAL HORTICULTURE;  
HIGH SCHOOLS; \*POST SECONDARY EDUCATION;  
LANDSCAPING; NURSERIES (HORTICULTURE); TURF  
MANAGEMENT; \*TECHNICAL EDUCATION  
IDENTIFIERS - \*PENNSYLVANIA

Identifiers--terms not found in the Thesaurus of ERIC Descriptors.

ABSTRACT - INTENDED TO SUGGEST SUBJECT MATTER CONTENT OF COURSES OR PROGRAMS IN ORNAMENTAL HORTICULTURE FOR HIGH SCHOOL AND POSTSECONDARY VOCATIONAL-TECHNICAL PROGRAMS, THIS CURRICULUM GUIDE WAS PREPARED BY STAFF MEMBERS OF THE AGRICULTURAL EDUCATION DEPARTMENT AT THE PENNSYLVANIA STATE UNIVERSITY, AND TESTED IN A WORKSHOP WITH VOCATIONAL AGRICULTURE TEACHERS. CONTENTS ARE: (1) OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE, (2) ORNAMENTAL HORTICULTURE PROGRAMS FOR GRADES 10, 11, AND 12, (3) NURSERY PRODUCTION . . . THE CONTENT IS PRESENTED IN OUTLINE FORM UNDER EACH TOPIC, AND IS APPLICABLE TO THE UNITED STATES AND LOWER CANADA. (GB)

Informative condensation of document content.

Abstractor's initials.



## HOW TO USE AIM/ARM

This volume of Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) has four major sections: Abstracts (Instructional and Research Materials), Subject Index, Author Index, and Projects in Progress.

- Abstracts (Instructional and Research Materials) present information about documents, authors, titles, availability, and content to help you decide if you want to read the full text of a document. A sample abstract on the opposite page identifies the various pieces of information presented in an abstract.

- Subject Index helps you locate, by subject descriptors conforming to those listed in the Thesaurus of ERIC Descriptors, abstracts of documents relevant to your information needs.

- Author Index helps you locate, by author/institution names, abstracts of documents relevant to your information needs.

- Projects in Progress announces in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. These are indexed by state. The Curriculum subsection of Projects in Progress also includes a directory of curriculum coordination centers and the Research subsection provides a directory of state research coordinating units. Projects in Progress helps you keep aware of ongoing activities in vocational and technical education curriculum development and research.

Copies of full texts of most of the documents announced in AIM/ARM are available in microfiche and/or hard copy forms. Those documents not listed as being available - "DOCUMENT NOT AVAILABLE IN MF OR HC" - may be obtained from the listed alternate source.

To locate documents of interest to you:

- Scan the Abstracts, or
- Search the Subject Index for descriptors (subject terms) describing your interest, or
- Search the Author Index for personal and institutional (corporate) authors' names who might publish documents about your interest.

To learn about in-progress curriculum and research projects:

- Scan the abstracts, or
- Scan the title by state indexes.



## HOW TO SUBMIT MATERIALS TO AIM/ARM

If you have materials (curriculum documents, research reports, curriculum guides, etc.) which you would like to have considered for announcement in AIM/ARM, please send three (3) clear, legible copies to:

AIM/ARM  
The Center for Vocational Education  
1960 Kenny Road  
Columbus, Ohio 43210

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1. Hardcopy and Microfiche
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If reproduction instructions are for microfiche form only or no reproduction, please give specific information (address, price, ordering instructions) about sources from which copies of the original publication may be obtained.

## NEW AVAILABILITY FOR AIM/ARM DOCUMENTS

In order to offer our users greater access to documents announced in AIM/ARM, a new availability arrangement has been completed in cooperation with the ERIC Clearinghouse in Career Education (ERIC/CICE) sponsored by the National Institute of Education. This arrangement will result in the increased availability of AIM/ARM documents individually in both microfiche and hard copy through the ERIC Document Reproduction Service (EDRS).

Beginning with this volume, AIM/ARM documents will be forwarded to ERIC/CICE at Northern Illinois University for possible joint announcement in ERIC's Resources in Education (RIE). Documents which are announced in RIE will be assigned individual ED numbers and will be available individually in microfiche and/or hard copy. Ordering numbers (ED numbers) for documents will be supplied in a future issue of AIM/ARM, in a single cross-reference list which matches VT and ED numbers. For example, the availability statement in this issue, "MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.", indicates which issue will contain the cross-reference list necessary for obtaining the complete texts of announced documents.

A small percentage of AIM/ARM materials, not accepted by ERIC/CICE for RIE announcement, will be incorporated into a greatly-reduced AIM/ARM, VT-ERIC Microfiche Set. The cross-reference list will distinguish between documents available only within the set and those available individually. The list will be designed so that it can be easily removed and placed with the issue to which it refers.

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ABSTRACTS

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**VT 101 951**

TEACHER'S GUIDE TO: SUTOE (SELF-UNDERSTANDING THROUGH OCCUPATIONAL EXPLORATION). 1971 DRAFT.

OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - MAY71 201P.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER PLANNING; GRADE 8; GRADE 9; \*TEACHING GUIDES; SELF CONCEPT IDENTIFIERS - OREGON; \*CAREER EXPLORATION

ABSTRACT - THIS EXPLORATORY COURSE IN CAREER EDUCATION FOR GRADES 8 AND 9 IS DESIGNED TO DIRECTLY INVOLVE THE STUDENT IN AN INVESTIGATION AND EVALUATION OF INFORMATION ABOUT CAREER OPPORTUNITIES, SOCIETAL NEEDS, AND HIS PERSONAL RELATIONSHIP TO THE WORLD OF WORK. THE PURPOSE OF THIS EXPERIENCE-CENTERED COURSE IS TO STIMULATE CREATIVE INDIVIDUALISM WHICH WILL LEAD TO BETTER DECISION-MAKING BASED ON SELF-APPRAISAL AND AWARENESS OF OCCUPATIONAL OPPORTUNITIES. THE UNITS OF STUDY INCLUDE LEARNING ACTIVITIES TO HELP THE STUDENT GAIN SELF-KNOWLEDGE, UNDERSTAND THE ROLE OF THE INDIVIDUAL IN THE ECONOMIC SYSTEM, AND RELATE HIS STUDIES TO OCCUPATIONAL PLANNING. HE ALSO EXPLORES IN DEPTH OCCUPATIONS INVOLVING WORK WITH DATA, PEOPLE AND ANIMALS, AND OBJECTS AND MATERIALS. EACH OF THE TEN UNITS IS FOCUSED ON APPROPRIATE BEHAVIORAL OBJECTIVES. APPENDED ARE LISTS OF RESOURCES AND TECHNIQUES, SAMPLE FORMS AND LETTERS, AND USEFUL INFORMATION RELATED TO OCCUPATIONAL RESEARCH AND TEACHING. (NJ)

**VT 101 952**

CAREERS AND YOU. A TEACHER'S GUIDE.

EUGENE SCHOOL DISTRICT 4, OREG.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 72 280P.

DESCRIPTORS - \*CAREER EDUCATION; \*TEACHING GUIDES; JUNIOR HIGH SCHOOL STUDENTS; HIGH SCHOOL STUDENTS; \*SELF CONCEPT; DECISION MAKING SKILLS

ABSTRACT - INTENDED FOR USE AT THE JUNIOR AND SENIOR HIGH SCHOOL LEVELS, THIS TEACHING GUIDE FOR A COURSE IN CAREERS IS BASED ON THE PREMISE THAT THE STUDENT NEEDS TO KNOW AS MUCH AS POSSIBLE ABOUT HIMSELF IN ORDER TO MAKE INTELLIGENT CHOICES. THE MAJOR PORTION CONSISTS OF LESSONS DESIGNED TO PROMOTE SELF-UNDERSTANDING AND RATIONAL DECISION-MAKING. THE REMAINING SECTION IS CONCERNED WITH OCCUPATIONAL EXPLORATION AND INCLUDES LEARNING ACTIVITIES, RESOURCES AND MATERIALS, AND INFORMATION USEFUL TO THE TEACHER OF A COURSE IN CAREERS. LISTS OF REFERENCES AND PROJECTS RELATED TO CAREER EDUCATION ARE INCLUDED. (NJ)

**VT 101 953**

CAREER DEVELOPMENT CURRICULUM GUIDE 1970-1973. ELEMENTARY-FIFTH & SIXTH GRADES. DEVELOPMENTAL VOCATIONAL EDUCATION PROGRAM (DVEP).

CLEVELAND PUBLIC SCHOOLS, OHIO. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-71-0585(361)

PUB DATE - 73 241P.; SEE RELATED DOCUMENTS VT 101 954, 101 955 AND 102 189 IN THIS ISSUE.

DESCRIPTORS - \*CURRICULUM GUIDES; GRADE 5; GRADE 6; \*CAREER AWARENESS; DEVELOPMENTAL PROGRAMS; \*OCCUPATIONAL CLUSTERS; \*DISADVANTAGED SCHOOLS; \*SOCIAL STUDIES UNITS IDENTIFIERS - MODEL CITIES PROGRAM; CLEVELAND

ABSTRACT - THIS CAREER DEVELOPMENT CURRICULUM GUIDE IS A DEVELOPMENTAL PROGRAM FOR GRADES 5 AND 6, PREPARED TO PROVIDE YOUTH IN HIGH POVERTY MODEL CITIES AREA SCHOOLS

WITH A BROAD BASE OF VOCATIONAL INFORMATION AND EXPLORATORY EXPERIENCES ON WHICH TO BASE CAREER DECISIONS. THE PROGRAM IS WORKED IN CONJUNCTION WITH THE SOCIAL STUDIES CLASSES. THE EMPHASIS IS ON OCCUPATIONAL CLUSTERS RATHER THAN ON SPECIFIC JOBS. THE STUDENTS ARE TO BECOME ORIENTED TO THE WORLD OF WORK THROUGH MULTI-FACETED EXPERIENCES INCLUDING FIELD TRIPS, WORK SIMULATION GAMES, AND ROLE PLAYING, AND ARE TO OBTAIN EXPERIENCE IN BASIC JOB SKILL OPERATIONS. THE UNITS FOLLOW A CONCEPTUAL APPROACH, WITH LISTS OF BEHAVIORAL OBJECTIVES, VOCABULARY, LEARNING EXPERIENCES, DESIRED OUTCOMES, AND INSTRUCTIONAL AND RESOURCE MATERIALS INCLUDED. THE APPENDIXES LIST MATERIALS AND RESOURCES AVAILABLE IN THE CLEVELAND PROGRAM. A BIBLIOGRAPHY IS ALSO INCLUDED. (AUTHOR)

VT 101 954

CAREER DEVELOPMENT CURRICULUM GUIDE 1970-1973. JUNIOR HIGH.

CLEVELAND PUBLIC SCHOOLS, OHIO. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-71-0585(361)

PUB DATE - 73 226P.; SEE RELATED DOCUMENTS VT 101 953, 101 955 AND 102 189 IN THIS ISSUE.

DESCRIPTORS - \*CURRICULUM GUIDES; \*CAREER EDUCATION; \*GRADE 7; \*GRADE 8; \*GRADE 9; DEVELOPMENTAL PROGRAMS; INSTRUCTIONAL MATERIALS; ECONOMICALLY DISADVANTAGED IDENTIFIERS - CAREER ORIENTATION; CAREER EXPLORATION; CLEVELAND; OHIO; MODEL CITIES PROGRAM

ABSTRACT - THIS CURRICULUM GUIDE OUTLINES THE CLEVELAND PROGRAM OF TRAINING IN CAREER EDUCATION. THE PROGRAM IS DESIGNED TO INCREASE OPTIONS FOR MAKING OCCUPATIONAL DECISIONS; TO ELIMINATE REAL AND IMAGINED BARRIERS TO ATTAINING JOB SKILLS; AND TO ENHANCE LEARNING ACHIEVEMENT IN ALL SUBJECTS AND AT

ALL LEVELS OF EDUCATION FOR THE YOUTH IN HIGH POVERTY MODEL CITIES AREA SCHOOLS. THE JUNIOR HIGH SCHOOL CURRICULUM INVOLVES LEARNING THE FUNCTIONAL INTERRELATIONSHIPS BETWEEN THE PRODUCTION, MANAGEMENT, AND THE SERVICE AREAS OF BUSINESS AND INDUSTRY. STUDENTS ALSO SAMPLE THE OPERATIONS AND SKILLS REQUIRED IN A NUMBER OF OCCUPATIONS THROUGH WORK-SITE TOURS AND EXPERIENCE. EACH UNIT IS PRECEDED BY A LIST OF GENERAL OBJECTIVES, FOLLOWED BY SPECIFIC BEHAVIORAL OBJECTIVES. GENERAL DISCUSSIONS, INFORMATION AND STUDY SHEETS, AND IN SOME CASES PRE AND POST TESTS ARE PROVIDED. (VA)

VT 101 955

CAREER DEVELOPMENT CURRICULUM GUIDE 1970-1973. SENIOR HIGH.

CLEVELAND PUBLIC SCHOOLS, OHIO. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-71-0585(361)

PUB DATE - 73 205P.; SEE RELATED DOCUMENTS VT 101 953, 101 954 AND 102 189 IN THIS ISSUE.

DESCRIPTORS - \*CURRICULUM GUIDES; \*CAREER EDUCATION; DEVELOPMENTAL PROGRAMS; \*GRADE 10; \*GRADE 11; \*GRADE 12; INSTRUCTIONAL MATERIALS; ECONOMICALLY DISADVANTAGED IDENTIFIERS - CLEVELAND; OHIO; MODEL CITIES PROGRAM

ABSTRACT - THE PURPOSE OF THIS GUIDE IS TO STRENGTHEN THE STUDENT'S ABILITY TO SELECT AND ACQUIRE A POSITIVE ATTITUDE TOWARD WORK, TOWARD ALL LEVELS OF OCCUPATIONAL CHOICES FOUND IN SOCIETY, AND TOWARD THEMSELVES AS PROSPECTIVE EMPLOYEES AND THEIR EMPLOYERS. THE POPULATION OF STUDENTS FOR WHOM THIS GUIDE WAS DEVELOPED IS THE YOUTH OF CLEVELAND IN THE HIGH POVERTY MODEL CITIES AREA SCHOOLS. THE HIGH SCHOOL CURRICULUM IS DESIGNED TO PUT THE STUDENTS IN A POSITION TO OBTAIN A JOB AFTER GRADUATION OR TO GO ON

FOR FURTHER TRAINING. BASED ON OCCUPATIONAL CLUSTERS, THE GUIDE LISTS SUGGESTED SUBJECT AREAS, GENERAL OBJECTIVES, AND SPECIFIC BEHAVIORAL OBJECTIVES. (VA)

VT 101 956

COOPER, BEVERLY A.

WHAT DO WORKERS DO? SECOND GRADE. A CAREER, EDUCATION INSTRUCTIONAL UNIT (DEVELOPMENTAL DRAFT).

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - FEB73 156P.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER AWARENESS; GRADE 2; \*TEACHING GUIDES; \*CURRICULUM; DEVELOPMENTAL PROGRAMS IDENTIFIERS - ARIZONA

ABSTRACT - THIS DEVELOPMENTAL UNIT, INTENDED TO BECOME PART OF A TOTAL K-12 CAREER EDUCATION CURRICULUM, IS DESIGNED FOR USE AT THE GRADE 2 LEVEL. THE PRIMARY INTENT OF THIS UNIT IS TO HELP THE LEARNER TO UNDERSTAND THAT TASKS PERFORMED AT HOME, AT WORK, AND AT SCHOOL ARE RELATED TO THE INTEREST, APTITUDE AND TRAINING OF THE INDIVIDUALS PERFORMING THESE TASKS. EMPHASIS IS PLACED ON WORKER INTERDEPENDENCY. SEVENTEEN MAJOR GOALS AND ELEVEN PERFORMANCE OBJECTIVES ARE ADDRESSED IN THIS UNIT. THE ACTIVITIES INCORPORATE VARIOUS KINDS OF MULTI-MEDIA INCLUDING ARTS AND CRAFTS, DISCUSSIONS, ROLE PLAYING, SIMULATION, AND GAMES. THE MAJOR GOALS DEAL WITH SUCH TOPICS AS IDENTIFYING TASKS PERFORMED IN THE HOME AND IN THE OCCUPATION. THE UNIT PROVIDES APPROXIMATELY TEN HOURS OF INSTRUCTION. EACH LESSON IS INTRODUCED BY ITS CONCEPTS, ESTIMATED TIME, VOCABULARY, REQUIRED RESOURCES, AND INSTRUCTOR PREPARATION TASKS. (AUTHOR/NJ)

VT 101 957

GOOD, LINDA, AND OTHERS  
EXPLORING THE WORKING WORLD. CAREER PROGRAM K-2.

NORTH STAR BOROUGH SCHOOL DISTRICT, FAIRBANKS, ALASKA.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - JUN73 135P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 958 AND VT 101 959.

DESCRIPTORS - \*CAREER AWARENESS; \*CAREER EDUCATION; GRADE 1; GRADE 2; KINDERGARTEN; \*LEARNING ACTIVITIES

ABSTRACT - THIS COLLECTION OF LESSON UNITS FOR KINDERGARTEN AND GRADES 1 AND 2 IS PART OF A K-6 SERIES. ITS PURPOSE IS TO PROVIDE AN EARLY INTRODUCTION TO CAREER EDUCATION. THE LESSONS FOR KINDERGARTEN FOCUS ON SCHOOL AND FAMILY WORK ROLES. LEARNING EXPERIENCES FOR GRADES 1 AND 2 RELATE MATH, SCIENCE, SOCIAL STUDIES, LANGUAGE ARTS, HEALTH, AND ART DIRECTLY TO OCCUPATIONS. SUITABLE FOR USE AT ALL THREE LEVELS ARE LESSONS DESIGNED TO PROMOTE AN AWARENESS OF WORK IN GENERAL, EMPHASIZING SUCH CONCEPTS AS THE INTERDEPENDENCE OF JOBS, THE VARIETY OF WORK, DIVISION OF LABOR, AND THE IMPORTANCE OF ALL JOBS. INCLUDED ALSO ARE GUIDELINES FOR SPEAKERS, GUEST SPEAKER EVALUATION FORM, AND FIELD TRIP QUESTIONNAIRE, ALONG WITH LISTS OF SUPPLEMENTARY ACTIVITIES AND OCCUPATION PAMPHLETS AVAILABLE TO TEACHERS AND STUDENTS. (NJ)

VT 101 958

GOOD, LINDA, AND OTHERS  
EXPLORING THE WORKING WORLD. CAREER PROGRAM 3-4.

NORTH STAR BOROUGH SCHOOL DISTRICT, FAIRBANKS, ALASKA.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - JUN73 116P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 101 957 AND VT 101 959.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER AWARENESS; GRADE 3; GRADE 4; \*LEARNING ACTIVITIES

ABSTRACT - THIS COLLECTION OF



LESSON UNITS FOR GRADES 3 AND 4 IS PART OF A K-6 CAREER EDUCATION PROGRAM. LEARNING ACTIVITIES RELATE THE SUBJECT AREAS DIRECTLY TO OCCUPATIONS, EMPHASIZING HOW THE SKILLS OF THE VARIOUS DISCIPLINES ARE NEEDED IN DIFFERENT JOBS. SOME OF THE SUGGESTED TECHNIQUES ARE FIELD TRIPS, GUEST SPEAKERS, AND ROLE PLAYING. INCLUDED ALSO ARE GUIDELINES FOR SPEAKERS, GUEST SPEAKER EVALUATION FORM, AND FIELD TRIP QUESTIONNAIRE, ALONG WITH LISTS OF SUPPLEMENTARY ACTIVITIES, AND OCCUPATION PAMPHLETS AVAILABLE TO TEACHER AND STUDENT. (NJ)

VT 101 959

GOOD, LINDA, AND OTHERS  
EXPLORING THE WORKING WORLD. CAREER PROGRAM 5-6.

NORTH STAR BOROUGH SCHOOL DISTRICT,  
FAIRBANKS, ALASKA.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN73 140P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 101 957 AND VT 101 958.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CAREER AWARENESS; GRADE 5; GRADE  
6; \*LEARNING ACTIVITIES

ABSTRACT - THIS COLLECTION OF  
LESSON UNITS FOR GRADES 5 AND 6 IS  
PART OF A K-6 CAREER EDUCATION  
PROGRAM. LEARNING ACTIVITIES RELATE  
THE SUBJECT AREAS DIRECTLY TO  
OCCUPATIONS, EMPHASIZING HOW THE  
SKILLS OF THE VARIOUS DISCIPLINES  
ARE NEEDED IN DIFFERENT JOBS. SOME  
OF THE SUGGESTED TECHNIQUES ARE  
FIELD TRIPS, GUEST SPEAKERS, AND  
ROLE PLAYING. INCLUDED ALSO ARE  
GUIDELINES FOR GUEST SPEAKERS,  
SPEAKER EVALUATION FORM, AND FIELD  
TRIP QUESTIONNAIRE, ALONG WITH  
LISTS OF SUPPLEMENTARY ACTIVITIES,  
AND OCCUPATION PAMPHLETS AVAILABLE  
TO TEACHER AND STUDENT. (NJ)

VT 101 960

NEWBY, HOWARD L., COMP.; HERRING,  
KEITH, COMP.  
WORK AND LIFE ADJUSTMENT SKILLS.  
PRELIMINARY DRAFT - FOR DISCUSSION  
ONLY.

MISSISSIPPI STATE UNIV., STATE  
COLLEGE. RESEARCH AND CURRICULUM  
UNIT FOR VOCATIONAL AND TECHNICAL  
EDUCATION.

MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 73 96P.

DESCRIPTORS - \*VOCATIONAL  
ADJUSTMENT; EDUCATIONAL PROGRAMS;  
\*WORK ATTITUDES; \*TEACHING GUIDES;  
\*LESSON PLANS; DAILY LIVING SKILLS  
IDENTIFIERS - MISSISSIPPI

ABSTRACT - THIS PRELIMINARY DRAFT  
OF AN OUTLINE OF INSTRUCTION AND  
UNIT LESSONS IS INTENDED FOR USE AS  
AN INTEGRAL PART OF PREEMPLOYMENT  
TRAINING PROGRAMS. THE MATERIAL IS  
DESIGNED TO PROVIDING TRAINING  
ACTIVITIES RELATED TO JOB  
PREPARATION AND EMPLOYMENT.  
EMPHASIS IS PLACED ON THE  
IMPORTANCE OF DEVELOPING POSITIVE  
ATTITUDES TOWARD SELF, CO-WORKER  
AND EMPLOYER. EACH LESSON LISTS  
MATERIALS NEEDED, DESIRED  
OBJECTIVES, SUGGESTED ACTIVITIES  
AND EVALUATION METHODS. (NJ)

VT 101 961

WASHBURN, PAT; SCOTT, DOUGLAS W.  
READING, WRITING, AND RELEVANCE -  
AN INSTRUCTIONAL UNIT. THE THREE  
R'S - PLUS CAREER EDUCATION;  
(PREPILOT TEST COPY)

ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 74P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*PRIMARY GRADES; \*TEACHING GUIDES;  
LANGUAGE ARTS; SOCIAL SCIENCES;  
ART; INSTRUCTIONAL MATERIALS

ABSTRACT - THE PREPILOT TEST COPY  
OF THIS CAREER EDUCATION UNIT IS  
DESIGNED TO PROVIDE APPROXIMATELY  
EIGHT HOURS AND FIFTY-FIVE MINUTES  
OF INSTRUCTIONAL TIME FOR LEARNERS.  
THE MAJOR EMPHASIS OF THE UNIT



STRESSES THE RELATIONSHIP BETWEEN THE SCHOOL ENVIRONMENT AND SOCIETY, AND THE NEED FOR STRUCTURE AND ORDER IN EACH. FIVE MAJOR GOALS AND 16 PERFORMANCE OBJECTIVES ARE ADDRESSED IN THE UNIT. THE ACTIVITIES FOR THE PERFORMANCE OBJECTIVES REINFORCE WAYS IN WHICH THE HOME AND SCHOOL EXPERIENCE ARE INTERRELATED. THE MAJOR TOPICS INCLUDED IN THIS UNIT FOCUS ON AN INTERDISCIPLINARY APPROACH WITH ACTIVITIES RELATING CLOSELY TO ART, SOCIAL STUDIES AND LANGUAGE ARTS. (AUTHOR/VA)

VT 101 962

RASMUSSEN, CONSTANCE; COBB, PATRICIA

THE MONETARY SYSTEMS - FAMILIES. AN INSTRUCTIONAL UNIT. THE 3 R'S PLUS CAREER EDUCATION. (PREPILOT TEST COPY).

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-73-6370

PUB DATE - 73 124P.

DESCRIPTORS - \*GRADE 2; \*TEACHING GUIDES; \*MONEY SYSTEMS; \*FAMILY LIFE EDUCATION; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES; CAREER EDUCATION; LANGUAGE ARTS; MATHEMATICS

ABSTRACT - THIS INSTRUCTIONAL UNIT WAS DEVELOPED TO HELP GRADE 2 STUDENTS BECOME AWARE OF MONEY AS A MEDIUM OF EXCHANGE. LEARNING ACTIVITIES ARE BASED ON THE THEME OF THE ECONOMIC NEEDS OF A FAMILY. THE MAJOR TOPICS COVERED IN THE UNIT ARE: COUNTING MONEY, EARNING MONEY, SPENDING MONEY, MONEY SUBSTITUTES, AND FINANCIAL INSTITUTIONS. OBJECTIVES WHICH ENCOURAGE THE LEARNER TO APPLY NEW KNOWLEDGE TO PERSONAL SITUATIONS ARE INCLUDED. A VARIETY OF ACTIVITIES SUCH AS ROLE PLAYING, ART ACTIVITIES, MANIPULATION OF COINS AND BILLS, AND THE VISITS OF GUEST SPEAKERS ARE USED TO HELP STUDENTS MEET THE OBJECTIVES OF THE UNITS. (AUTHOR/VA)

VT 101 963

RASMUSSEN, CONSTANCE, AND OTHERS EYE AND EAR TOOLS. AN INSTRUCTIONAL UNIT. THE 3 R'S PLUS CAREER EDUCATION. (PREPILOT TEST COPY).

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-73-6370

PUB DATE - 73 74P.

DESCRIPTORS - \*GRADE 3; \*TEACHING GUIDES; \*CAREER AWARENESS; SOCIAL STUDIES; ELEMENTARY SCHOOL SCIENCE; ART; CAREER EDUCATION; INSTRUCTIONAL MATERIALS; EQUIPMENT UTILIZATION; SAFETY EDUCATION.

ABSTRACT - THIS UNIT IS DESIGNED TO PROVIDE APPROXIMATELY 10 HOURS OF INSTRUCTIONAL TIME FOR LEARNERS IN GRADE 3. THE PRIMARY INTENT OF THIS UNIT IS TO HELP THE LEARNER DEVELOP AN AWARENESS OF SOUND-EXTENDING AND SIGHT-EXPANDING TOOLS. FOUR MAJOR GOALS AND 18 PERFORMANCE OBJECTIVES ARE ADDRESSED IN THIS UNIT. THE MAJOR TOPICS INCLUDED IN THE UNIT STRESS: (1) IDENTIFICATION OF SELECTED SOUND AND SIGHT-EXTENDING TOOLS, (2) DETERMINATION OF THE FUNCTION OF SOUND AND SIGHT-EXTENDING TOOLS, (3) IDENTIFICATION OF OCCUPATIONS WHICH EMPLOY THESE TOOLS, (4) DETERMINATION OF THE VALUE TO THE INDIVIDUAL OF OBSERVATION, PRACTICE, AND TRAINING, AND (5) IDENTIFICATION OF SAFETY HAZARDS AND RULES IN THE USE OF THESE TOOLS. (AUTHOR/VA)

VT 101 964

FRANTZ, NEVIN, AND OTHERS CAREER EXPLORATION PROGRAM IN THE MIDDLE/JUNIOR HIGH SCHOOLS OF GEORGIA FOR INDUSTRIAL ARTS EDUCATION. A CURRICULUM GUIDE.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA.; GEORGIA UNIV., ATHENS. DIV. OF VOCATIONAL EDUCATION. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE

ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-73-6370

PUB DATE - 30 JUN 72 90P.

DESCRIPTORS - \*CURRICULUM GUIDES;  
\*INDUSTRIAL EDUCATION; \*GRADE 8;  
\*CAREER EDUCATION; COMMUNICATIONS;  
CONSTRUCTION INDUSTRY;  
MANUFACTURING INDUSTRY;  
TRANSPORTATION; INSTRUCTIONAL  
MATERIALS  
IDENTIFIERS - \*CAREER EXPLORATION;  
GEORGIA

ABSTRACT - THE CAREER EXPLORATION PROGRAM IN GEORGIA WAS DEVELOPED TO PROVIDE ADOLESCENT YOUTH WITH THE KNOWLEDGE AND EXPERIENCES THAT ENABLE THEM TO BE AWARE OF VARIOUS CAREER OPPORTUNITIES AND DEVELOP TENTATIVE PLANS TO ACCOMPLISH CAREER GOALS. THIS INSTRUCTIONAL UNIT CONSISTS OF MINI-COURSES IN FOUR AREAS RELATED TO INDUSTRIAL ARTS. THE FOUR OCCUPATIONAL AREAS ARE: (1) COMMUNICATION, (2) CONSTRUCTION, (3) MANUFACTURING, AND (4) TRANSPORTATION. FOR EACH MINI-COURSE, OBJECTIVES, LEARNING EXPERIENCES, INSTRUCTIONAL RESOURCES, AND SUGGESTED EVALUATIONS ARE LISTED. (VA)

VT 101 965

LIFE CAREER DEVELOPMENT. A MODEL.

MISSOURI UNIV., COLUMBIA.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-71-4663

PUB DATE - 73 30P.; RELATED  
DOCUMENTS VT 101 966 AND VT 101 967  
IN THIS ISSUE.

DESCRIPTORS - \*PROGRAM PLANNING;  
\*CAREER EDUCATION; \*PROGRAM GUIDES;  
\*MODELS; OCCUPATIONAL GUIDANCE;  
VOCATIONAL COUNSELING; CAREER  
PLANNING; \*INSERVICE TEACHER  
EDUCATION  
IDENTIFIERS - \*CAREER EXPLORATION;  
MISSOURI

ABSTRACT - THE CAREER EXPLORATION  
VIEW IS DESIGNED TO STIMULATE

LEARNING WHICH WILL PROVIDE  
INDIVIDUALIZED FEEDBACK TO STUDENTS  
CONCERNING THEIR SELF-IDENTITIES.  
THE CAREER CONSCIOUS INDIVIDUAL  
CAREER EDUCATION MODEL IS AN  
OUTCOME-ORIENTED MODEL DESIGNED TO  
PROVIDE A COMPREHENSIVE OVERVIEW OF  
THE KNOWLEDGE, SKILLS, AND  
ATTITUDES INDIVIDUALS NEED TO  
FACILITATE THEIR TOTAL DEVELOPMENT.  
THIS MODEL HAS FOUR BASIC  
INTERRELATED DOMAINS: (1) SELF-  
KNOWLEDGE AND INTERPERSONAL SKILLS,  
(2) KNOWLEDGE OF WORK AND LEISURE  
WORLDS, (3) CAREER PLANNING  
KNOWLEDGE AND SKILLS, AND (4) BASIC  
STUDIES AND OCCUPATIONAL  
PREPARATION. THIS PROGRAM PLANNING  
GUIDE WAS DEVELOPED FOR USE IN THE  
CAREER EDUCATION WORKSHOP FOR  
PROFESSIONAL DEVELOPMENT SPONSORED  
BY THE MISSOURI STATE DEPARTMENT OF  
EDUCATION. (VA)

VT 101 966

LIFE CAREER DEVELOPMENT. REFERENCE  
BOOK (CONCEPTS, GOALS, OBJECTIVES  
AND ACTIVITIES).

MISSOURI UNIV., COLUMBIA.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-71-4663

PUB DATE - 73 82P.; RELATED  
DOCUMENTS VT 101 965 AND VT 101 967  
IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*PROGRAM PLANNING; \*PROGRAM GUIDES;  
OBJECTIVES; OCCUPATIONAL GUIDANCE;  
MODELS; VOCATIONAL COUNSELING;  
CAREER PLANNING; \*INSERVICE TEACHER  
EDUCATION  
IDENTIFIERS - \*CAREER EXPLORATION;  
MISSOURI

ABSTRACT - THIS PUBLICATION WAS  
DEVELOPED FOR USE IN THE CAREER  
EDUCATION WORKSHOPS FOR  
PROFESSIONAL DEVELOPMENT SPONSORED  
BY THE MISSOURI STATE DEPARTMENT OF  
EDUCATION. IT SERVES AS A RESOURCE  
GUIDE FOR CAREER DEVELOPMENT IN THE  
JUNIOR HIGH SCHOOL. THIS REFERENCE  
VOLUME IS DIVIDED INTO EIGHT

SECTIONS: (1) THE PROCESS FROM CONCEPTS TO ACTIVITIES, (2) NUMBERING SYSTEM, (3) DEFINITION OF TERMS, (4) CONCEPTS, GOALS, DEVELOPMENTAL GOALS, (5) OBJECTIVES, (6) ACTIVITIES, (7) PROGRAM STRATEGIES FOR CAREER EDUCATION AND CAREER GUIDANCE, AND (8) REFERENCE MATERIALS. (VA)

#### VT 101 967

LIFE CAREER DEVELOPMENT.

IMPLEMENTATION (COMMITTEES, STAFF DEVELOPMENT, EVALUATION, FUNDING AND COMMUNICATION):

MISSOURI UNIV., COLUMBIA.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-71-4663.

PUB DATE - 73 30P.; RELATED DOCUMENTS VT 101 965 AND VT 101 966 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*PROGRAM DEVELOPMENT; \*PROGRAM GUIDES; RESOURCE STAFF ROLE; COMMITTEES; EVALUATION; FINANCIAL SUPPORT; VOCATIONAL COUNSELING; CAREER PLANNING; \*INSERVICE TEACHER EDUCATION IDENTIFIERS - \*CAREER EXPLORATION; MISSOURI

ABSTRACT - THIS GUIDE PROVIDES SUGGESTIONS CONCERNING POSSIBLE SUGGESTIONS TO SPECIFIC CAREER EDUCATION IMPLEMENTATION PROBLEMS. COMMITTEE SELECTION AND ORGANIZATION ARE DISCUSSED IN THE FIRST SECTION. THEN A DETAILED APPROACH TO A SEQUENTIAL SYSTEM FOR PROGRAM IMPLEMENTATION IS PRESENTED. THE PROGRAM CONSISTS OF A PRECOMMITMENT STAGE, COMMITMENT STAGE, AND AN IMPLEMENTATION STAGE. GUIDELINES FOR STAFF DEVELOPMENT, EVALUATION, FUNDING, AND COMMUNICATION ARE ALSO PRESENTED. THIS PUBLICATION WAS DEVELOPED FOR USE IN THE CAREER EDUCATION WORKSHOPS FOR PROFESSIONALS. DEVELOPMENT SPONSORED BY THE MISSOURI STATE DEPARTMENT OF EDUCATION. (VA)

#### VT 101 968

COMMUNICATION SKILLS FOR CAREER EDUCATION. JUNIOR HIGH SCHOOLS/MIDDLE SCHOOLS.

WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-73-6370

PUB DATE - ND 95P.

DESCRIPTORS - \*COMMUNICATION SKILLS; \*JUNIOR HIGH SCHOOL STUDENTS; \*CLASS ACTIVITIES; \*CAREER EDUCATION; \*TEACHING GUIDES; SKILL DEVELOPMENT; CURRICULUM; MIDDLE SCHOOLS; SELF CONCEPT; LEARNING ACTIVITIES; EMPLOYMENT OPPORTUNITIES; EMPLOYMENT QUALIFICATIONS

ABSTRACT - DESIGNED FOR ALL JUNIOR HIGH-MIDDLE SCHOOL STUDENTS, THE COMMUNICATIONS DEVELOPMENT GUIDE USES PRACTICAL SITUATIONS IN THE WORLD OF WORK TO INTRODUCE THE COMMUNICATION SKILLS THAT STUDENTS WILL NEED TO BE SUCCESSFUL. THE GUIDE MAY BE USED AS A CURRICULUM FOR A ONE-SEMESTER COURSE OR AS UNITS WITHIN EXISTING LANGUAGE ARTS COURSE OUTLINES. IT CONTAINS PAGES FOR EACH UNIT UNDER THE FIVE MAJOR OBJECTIVES: PERSONAL AWARENESS, OCCUPATIONAL OPPORTUNITIES, GETTING A JOB, HOLDING A JOB, AND SUCCESSFUL LIVING. EACH UNIT INCLUDES SUGGESTIONS AND REFERENCES FOR THE TEACHER. A BIBLIOGRAPHY OF ADDITIONAL RELATED MATERIALS IS APPENDED. (MF)

#### VT 101 969

CARVER, JEANNE, AND OTHERS  
JOB EXPLORATION AND MACHINE SKILLS.  
CURRICULUM GUIDE AND COURSE OUTLINE.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - JUN73 195P.

DESCRIPTORS - \*CURRICULUM GUIDES;  
\*BUSINESS EDUCATION; \*TYPEWRITING;  
\*OFFICE MACHINES; GRADE 10;  
PREVOCATIONAL EDUCATION; OFFICE  
OCCUPATIONS EDUCATION; SALES  
OCCUPATIONS  
IDENTIFIERS - \*CAREER EXPLORATION

ABSTRACT - THIS PRE-VOCATIONAL COURSE IN BUSINESS EDUCATION IS DESIGNED TO ENABLE THE SOPHOMORE STUDENT TO COMPLETE A FULL YEAR OF TYPEWRITING, EXPLORE CAREERS IN BUSINESS, AND GAIN BEGINNING SKILLS FOR BUSINESS JOBS. THE TWELVE UNIT COURSE INCLUDES UNITS ON DATA PROCESSING OCCUPATIONS, BUSINESS MATH, AND THE OPERATION OF SALES AND OFFICE MACHINES. A JOB ORIENTATION UNIT PROVIDES PRACTICE IN JOB-FINDING SKILLS. EACH UNIT CONTAINS ACTIVITIES, EDUCATIONAL OBJECTIVES, MATERIALS AND MEDIA, AND SOURCES AND SUGGESTIONS. (NJ)

VT 101 970  
CAREER DEVELOPMENT DATA GATHERING INSTRUMENTATION. (DELAWARE'S OCCUPATIONAL-VOCATIONAL EDUCATION MODEL).

MILFORD SCHOOL DISTRICT, DEL. DELAWARE STATE BOARD FOR VOCATIONAL EDUCATION, MILFORD; BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - AUG73 69P.; SEE RELATED DOCUMENTS VT 101 971, VT 101 972 AND VT 101 973 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*MEASUREMENT INSTRUMENTS;  
\*EVALUATION METHODS; \*CURRICULUM RESEARCH; RESOURCE GUIDES;  
CURRICULUM PLANNING; CURRICULUM EVALUATION  
IDENTIFIERS - DELAWARE

ABSTRACT - THIS BOOKLET IS AN ANNOTATED COMPILATION OF DATA-GATHERING INSTRUMENTATION USED BY THE DELAWARE OCCUPATIONAL-

VOCATIONAL EDUCATION MODEL. IT IS INTENDED TO AID IN PLANNING, IMPLEMENTING, AND EVALUATING CAREER EDUCATION PROGRAMS. THE BOOKLET CONTAINS TWO SECTIONS: THE FIRST INCLUDES INSTRUMENTS DEVELOPED BY PROJECT PERSONNEL FOR SPECIFIC USE IN THE LOCAL SCHOOL SYSTEM; THE SECOND LISTS COMMERCIALY AVAILABLE INSTRUMENTS THAT CAN BE USED IN CAREER EDUCATION PROGRAMS. INCLUDED ARE INSTRUMENTS WHICH ASSESS THE FOLLOWING: (1) CAREER AWARENESS, (2) PERSONALITY VARIABLES, (3) OCCUPATIONAL PROFILES, (4) ATTITUDES, (5) BASIC EDUCATIONAL EXPERIENCES, AND (6) VOCATIONAL MATURITY. A SAMPLE OF EACH PROJECT-GENERATED INSTRUMENT APPEARS. (NJ)

VT 101 971  
CAREER DEVELOPMENT LEARNING UNITS.

MILFORD SCHOOL DISTRICT, DEL. DELAWARE STATE BOARD FOR VOCATIONAL EDUCATION, MILFORD; BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - SEP72 77P.; SEE RELATED DOCUMENTS VT 101 970, VT 101 972 AND VT 101 973 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*OCCUPATIONAL CLUSTERS; \*ELEMENTARY GRADES; \*CURRICULUM GUIDES;  
\*TEACHING GUIDES  
IDENTIFIERS - DELAWARE

ABSTRACT - DEVELOPED AND TESTED BY CLASSROOM TEACHERS, THESE LEARNING UNITS ARE INTENDED TO SERVE AS GUIDES AND EXAMPLES FOR TEACHERS IN DEVELOPING CAREER EDUCATION UNITS FOR THE ELEMENTARY GRADES. BASED ON THE TRIAD CONCEPT OF HOME, SCHOOL, AND COMMUNITY, THE UNITS RELATE CLASSROOM EXPERIENCE TO SITUATIONS EXISTING IN THE WORLD OF WORK. THE CAREER CLUSTERS ORIENTATION IS USED TO INCREASE STUDENT AWARENESS OF THE WIDE VARIETY OF CAREER OPPORTUNITIES AVAILABLE. THIS CURRICULUM DESIGN SHOULD WORK BEST IN ACTIVITY-CENTERED OPEN



CLASSROOMS. A SUGGESTED ELEMENTARY LAYOUT IS INCLUDED TO SHOW ONE POSSIBLE ARRANGEMENT OF LEARNING CENTERS. EACH OF THE 23 UNITS LISTS SPECIFIC OBJECTIVES, AN ACTIVITIES SEQUENCE, SUGGESTIONS FOR CORRELATIONS WITH OTHER DISCIPLINES, AND EVALUATION TECHNIQUES. A SUGGESTED MATERIALS LIST IS APPENDED. (AUTHOR/NJ)

VT 101 972

CAREER EDUCATION RESOURCE BIBLIOGRAPHY.

MILFORD SCHOOL DISTRICT, DEL. DELAWARE STATE BOARD FOR VOCATIONAL EDUCATION, MILFORD; BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 72 34P.; SEE RELATED DOCUMENTS VT 101 970, VT 101 971 AND VT 101 973 IN THIS ISSUE.

DESCRIPTORS - \*BIBLIOGRAPHIES; \*CAREER EDUCATION; \*RESOURCE GUIDES; INSTRUCTIONAL MATERIALS; VOCATIONAL EDUCATION IDENTIFIERS - DELAWARE

ABSTRACT - THIS BIBLIOGRAPHY OF RESOURCES IN CAREER EDUCATION IS ONE PRODUCT OF A PROJECT TO ESTABLISH A COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM IN DELAWARE. THE BIBLIOGRAPHY IS DIVIDED INTO TWO SECTIONS. THE FIRST LISTS CURRICULUM MATERIALS, RESEARCH STUDIES, AND RESOURCES ON EDUCATIONAL THEORY, TESTING, VOCATIONAL EDUCATION AND VOCATIONAL GUIDANCE. THE SECOND SECTION INCLUDES CAREER EDUCATION INSTRUCTIONAL MATERIALS FOR THE TOPIC AREAS OF CONSTRUCTION, INDUSTRY, ELECTRICITY, PLASTICS, GRAPHIC ARTS, POWER MECHANICS, AND WOODWORKING. A PUBLISHERS INDEX IS ALSO INCLUDED. (NJ)

VT 101 973

AN OCCUPATIONAL VOCATIONAL EDUCATION MODEL FOR THE STATE OF DELAWARE. AN EXPERIMENT IN CAREER EDUCATION, INTERIM REPORT.

MILFORD SCHOOL DISTRICT, DEL. DELAWARE STATE BOARD FOR VOCATIONAL EDUCATION, MILFORD; BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 30SEP72 153P.; SEE RELATED DOCUMENTS VT 101 970, VT 101 971 AND VT 101 972 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*DEVELOPMENTAL PROGRAMS; \*VOCATIONAL DEVELOPMENT; \*PROGRAM DESCRIPTIONS; HIGH SCHOOLS; MIDDLE SCHOOLS; ELEMENTARY SCHOOLS; MODELS; PROGRAM EVALUATION IDENTIFIERS - DELAWARE

ABSTRACT - COVERING THE TIME PERIOD OF OCTOBER 1, 1971 TO SEPTEMBER 30, 1972, THIS REPORT REVIEWS THE YEAR'S PROGRESS OF A PROJECT TO ESTABLISH A MODEL SYSTEM FOR A COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM IN THE DELAWARE SCHOOLS. THE MAJOR OBJECTIVES OF THE PROGRAM INVOLVE PROVISIONS FOR INCREASED CAREER AWARENESS, FOR WORK EXPERIENCE AND COOPERATIVE EDUCATION PROGRAMS, FOR TRAINING IN JOB ENTRY SKILLS, FOR INTENSIVE OCCUPATIONAL COUNSELING, AND FOR INITIAL JOB PLACEMENT. THE MAIN BODY OF THE REPORT DESCRIBES THE PROCEDURES FOLLOWED IN MEETING PROJECT OBJECTIVES, ALONG WITH A SUMMARY OF THE RESULTS AND ACCOMPLISHMENTS. INCLUDED ALSO ARE THE REPORTS OF THE INTERNAL PRODUCT ASSESSMENT AND THIRD PARTY EVALUATION OF THE PROJECT. (NJ)

VT 101 974

HOOVER, VIRGIL  
AUTO MECHANICS. AUTO MECHANIC SERVICE SPECIALIST (LUBRICATION).

APOPKA MEMORIAL HIGH SCHOOL, FLA. ORANGE COUNTY PUBLIC SCHOOLS, ORLANDO, FLA.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-73-6370

ORANGE COUNTY CAREER DEVELOPMENT PROGRAM; 410 WOODS AVENUE; ORLANDO, FLORIDA 32805.

PUB DATE - 73 43P.; RELATED DOCUMENT VT 101 975 IN THIS ISSUE.

DESCRIPTORS - \*AUTO MECHANICS; \*LEARNING ACTIVITIES; \*CURRICULUM GUIDES; \*INDIVIDUALIZED INSTRUCTION; TRADE AND INDUSTRIAL EDUCATION; JOB SKILLS

ABSTRACT - THIS UNIT OF INDIVIDUALIZED LEARNING ACTIVITIES IS DESIGNED TO PROVIDE TRAINING IN THE JOB SKILL, LUBRICATION, FOR THE PROSPECTIVE AUTO MECHANIC SERVICE SPECIALIST. THE MATERIALS IN THE UNIT ARE DIVIDED INTO TWO SECTIONS. THE DEVELOPMENTAL, OR PRELIMINARY PHASE, FOR USE BY THE INSTRUCTOR, INCLUDES BRIEF DESCRIPTIONS OF THE JOB AND OF THE STUDENT POPULATION, AND LISTINGS OF THE SPECIFIC TASKS, COURSE PREREQUISITES AND OBJECTIVES. THE CURRICULUM PHASE, FOR USE BY THE STUDENT, CONTAINS DIRECTIONS, OBJECTIVES, ACTIVITIES, WORKSHEETS, PRETESTS AND POSTTESTS. THESE TWO COMPONENTS TOGETHER FORM A "JOB ENTRY", A UNIT OF WORK WHICH, WHEN COMPLETED BY THE STUDENT, INSURES HIS TRAINING IN A DESIGNATED JOB SKILL. SUGGESTIONS ARE INCLUDED TO AID THE INSTRUCTOR IN HIS ROLE AS GUIDE IN THE INDIVIDUALIZED INSTRUCTION FORMAT. (NJ)

VT 101 975

SIMS, JAMES, AND OTHERS  
HORTICULTURE. GROUNDS MAINTENANCE EMPLOYEE.

WYMORE VOCATIONAL TECHNICAL CENTER, EATONVILLE, FLA.

ORANGE COUNTY PUBLIC SCHOOLS, ORLANDO, FLA.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-73-6370

ORANGE COUNTY CAREER DEVELOPMENT PROGRAM; 410 WOODS AVENUE; ORLANDO, FLORIDA 32805.

PUB DATE - 73 110P.; RELATED

DOCUMENT VT 101 974 IN THIS ISSUE.

DESCRIPTORS - \*GROUNDS KEEPERS; \*TURF MANAGEMENT; \*LEARNING ACTIVITIES; \*CURRICULUM GUIDES; \*INDIVIDUALIZED INSTRUCTION; TRADE AND INDUSTRIAL EDUCATION; JOB SKILLS; HORTICULTURE

ABSTRACT - THIS UNIT OF INDIVIDUALIZED LEARNING ACTIVITIES IS DESIGNED TO PROVIDE TRAINING IN GROUNDS MAINTENANCE. THE MATERIALS IN THE UNIT ARE DIVIDED INTO TWO SECTIONS. THE DEVELOPMENTAL OR PRELIMINARY PHASE IS FOR USE BY THE INSTRUCTOR AND INCLUDES BRIEF DESCRIPTIONS OF THE JOB AND OF THE STUDENT POPULATION, ALONG WITH LISTINGS OF THE SPECIFIC TASKS, COURSE PREREQUISITES AND OBJECTIVES. THE CURRICULUM PHASE, FOR USE BY THE STUDENT, CONTAINS DIRECTIONS, OBJECTIVES, LEARNING ACTIVITIES, PRE- AND POST TESTS. THESE TWO COMPONENTS TOGETHER FORM A "JOB ENTRY", A UNIT OF WORK WHICH, WHEN COMPLETED BY THE STUDENT, INSURES HIS TRAINING IN A DESIGNATED JOB SKILL. SUGGESTIONS ARE INCLUDED TO AID THE INSTRUCTOR IN HIS ROLE AS GUIDE IN THE INDIVIDUALIZED INSTRUCTION FORMAT. (NJ)

VT 101 976

JEFCOAT, JUANITA; KEMP, LOUIE E.  
CAREER-CENTERED CURRICULUM FOR VOCATIONAL COMPLEXES IN MISSISSIPPI. INTRODUCTION TO CAREER AWARENESS.

MISSISSIPPI STATE BOARD FOR VOCATIONAL EDUCATION, JACKSON.; JONES COUNTY BOARD OF EDUCATION, MISS.

BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

DEC-0-70-5177(361)

PUB DATE - ND 485P.; SEE RELATED DOCUMENTS VT 101 977, VT 101 978, VT 101 979 AND VT 102 118 IN THIS ISSUE.

DESCRIPTORS - \*DEVELOPMENTAL

PROGRAMS; \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; \*CAREER  
AWARENESS; ELEMENTARY GRADES;  
INSTRUCTIONAL MATERIALS  
IDENTIFIERS - JONES COUNTY;  
MISSISSIPPI

ABSTRACT - THIS CURRICULUM GUIDE FOR THE CAREER AWARENESS PHASE OF CAREER EDUCATION, DESIGNED FOR USE AT THE ELEMENTARY LEVEL, IS PART OF A TOTAL CAREER EDUCATION PROGRAM IN THE JONES COUNTY SCHOOL SYSTEM IN MISSISSIPPI. THE CAREER AWARENESS PROGRAM IS BEGUN BY FOCUSING ON THE FAMILY CONSTELLATION AS AN ORIENTATION POINT. AS THE STUDENTS EXAMINE JOBS HELD BY MEMBERS OF THEIR FAMILIES, THEY BECOME AWARE OF THE ECONOMIC AND SOCIAL BENEFITS DERIVED FROM THE JOBS PERFORMED. THEY THEN BROADEN THEIR VIEWING OF CAREERS TO INCLUDE SIGNIFICANT ADULTS WHO WORK WITHIN THE SCHOOL SYSTEM, THE NEIGHBORHOOD, AND THE COMMUNITY. IN THE THREE UNITS FOR USE WITH GRADE 1 THROUGH GRADE 3 LEVELS, THE STUDENTS ARE INTRODUCED TO THE WORKERS AND THEIR ACTIVITIES IN THE HOME, SCHOOL, AND COMMUNITY, SUCH AS MEDICAL WORKERS, SAFETY WORKERS, AND COMMUNITY HELPERS. THE GUIDE ALSO CONTAINS UNITS FOR EACH OF GRADES 4, 5, AND 6, IN THE AREAS OF HEALTH, LANGUAGE ARTS, MATHEMATICS, SOCIAL STUDIES, AND SCIENCE. EACH UNIT LISTS INSTRUCTIONAL OBJECTIVES, PROCEDURES AND TECHNIQUES, SUGGESTED MATERIALS, AND METHODS OF EVALUATION. APPENDIXES LIST REFERENCES, AUDIO-VISUAL AND ELEMENTARY CAREER RESOURCE MATERIALS. (AUTHOR/NJ)

VT 101 977

KEMP, LOUIE E.

CAREER-CENTERED CURRICULUM FOR VOCATIONAL COMPLEXES IN MISSISSIPPI. INTRODUCTION TO CAREER PREPARATION.

MISSISSIPPI STATE BOARD FOR VOCATIONAL EDUCATION, JACKSON.; JONES COUNTY BOARD OF EDUCATION, MISS.

BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),

WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-70-5177(361)

PUB DATE - ND 175P.; SEE RELATED DOCUMENTS VT 101 976, VT 101 978, VT 101 979 AND VT 102 118 IN THIS ISSUE.

DESCRIPTORS - \*DEVELOPMENTAL PROGRAMS; \*CURRICULUM GUIDES; \*VOCATIONAL EDUCATION; \*CAREER EDUCATION; INTEGRATED CURRICULUM; GRADE 10; GRADE 11; GRADE 12 IDENTIFIERS - JONES COUNTY; MISSISSIPPI; \*CAREER PREPARATION

ABSTRACT - THIS CURRICULUM GUIDE FOR THE CAREER PREPARATION PHASE OF CAREER EDUCATION, DESIGNED FOR USE AT LEVELS GRADE 10 THROUGH GRADE 12, WAS PRODUCED AS PART OF AN EXEMPLARY PROJECT IN CAREER EDUCATION BY THE JONES COUNTY SCHOOL SYSTEM IN MISSISSIPPI. ACTIVITIES AND PROCEDURES ARE DESIGNED TO PREPARE THE STUDENT TO ATTAIN ENTRY-LEVEL SKILL PROFICIENCY THAT WILL ENABLE HIM OR HER TO MEET REQUIREMENTS FOR EMPLOYMENT. VARIOUS ACADEMIC AREAS THAT WILL SERVE AS PREREQUISITES FOR HIGHER EDUCATION ARE OFFERED FOR THE STUDENT WHO PREFERS TO PREPARE FOR TECHNICAL OR PROFESSIONAL TRAINING. THE CAREER EDUCATION CONCEPT IS FUSED INTO EACH ACADEMIC AS WELL AS EACH SKILL AREA IN AN ATTEMPT TO RELATE ABSTRACT SUBJECT MATTER TO REAL LIFE EXPERIENCES AND TO FUTURE CAREERS. THE SKILL AREAS, ACADEMIC AREAS, AND VARIOUS DIVERSIFIED SERVICES ARE LISTED. AN EXPLANATION OF THE SCOPE, SEQUENCE, AND PROCEDURE, INCLUDING THE APPLICATION OF KNOWLEDGE GAINED BY THE STUDENT, IS GIVEN FOR EACH SKILL AREA THAT IS LISTED. EXAMPLE INSTRUCTIONAL UNITS ARE INCLUDED, ALONG WITH TRAINING PROCEDURES FOR STUDENT SKILL DEVELOPMENT, AND THE OBJECTIVES, TEACHING TECHNIQUES, METHODS OF EVALUATION, TEXTS, AND REFERENCES USED IN ACADEMIC COURSE OFFERINGS. (AUTHOR/NJ)

VT 101 978



WADE, CLIFTON S., AND OTHERS  
CAREER-CENTERED CURRICULUM FOR  
VOCATIONAL COMPLEXES IN  
MISSISSIPPI. INTRODUCTION TO CAREER  
EXPLORATION.

MISSISSIPPI STATE BOARD FOR  
VOCATIONAL EDUCATION, JACKSON.;  
JONES COUNTY BOARD OF EDUCATION,  
MISS.

BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
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DESCRIPTORS - \*DEVELOPMENTAL  
PROGRAMS; \*CURRICULUM GUIDES;  
\*CAREER EDUCATION; \*JUNIOR HIGH  
SCHOOL STUDENTS; OCCUPATIONAL  
CLUSTERS; INTEGRATED CURRICULUM  
IDENTIFIERS - \*CAREER EXPLORATION;  
JONES COUNTY; MISSISSIPPI

ABSTRACT - THIS CURRICULUM GUIDE  
FOR THE FIRST LEVEL OF THE CAREER  
EXPLORATION PHASE OF CAREER  
EDUCATION, DESIGNED FOR USE WITH  
JUNIOR HIGH STUDENTS, IS PART OF A  
TOTAL CAREER EDUCATION PROGRAM IN  
THE JONES COUNTY SCHOOL SYSTEM IN  
MISSISSIPPI. THE DOCUMENT CONTAINS  
SIX 6-WEEK UNITS OF INSTRUCTION:  
(1) INTRODUCTION TO CAREER  
EXPLORATION; (2) INDUSTRIAL AND  
RELATED OCCUPATIONS; (3)  
DIVERSIFIED SERVICES; (4) PUBLIC  
SERVICE OCCUPATIONS; (5)  
PRODUCTION, DISTRIBUTION, AND  
MANAGEMENT OCCUPATIONS; AND (6)  
EVALUATION AND PLANNING.  
INSTRUCTIONAL OBJECTIVES ARE  
WRITTEN IN BEHAVIORAL TERMS,  
LEARNING EXPERIENCES ARE DIRECTLY  
RELATED TO THE OBJECTIVES, AND  
EVALUATIONS ARE BASED ON EXPECTED  
OUTCOMES STATED IN THE OBJECTIVES.  
LISTS OF RESOURCES ACCOMPANY EACH  
UNIT. (NJ)

VT 101 979

WADE, CLIFTON S., AND OTHERS  
CAREER-CENTERED CURRICULUM FOR

VOCATIONAL COMPLEXES IN  
MISSISSIPPI. INTRODUCTION TO CAREER  
EXPLORATION 2.

MISSISSIPPI STATE BOARD FOR  
VOCATIONAL EDUCATION, JACKSON.;  
JONES COUNTY BOARD OF EDUCATION,  
MISS.

BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

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DESCRIPTORS - \*DEVELOPMENTAL  
PROGRAMS; \*CURRICULUM GUIDES;  
\*CAREER EDUCATION; SELF CONCEPT;  
INTEGRATED CURRICULUM; GRADE 9;  
SIMULATION; CAREER PLANNING  
IDENTIFIERS - \*CAREER EXPLORATION;  
JONES COUNTY; MISSISSIPPI

ABSTRACT - THIS CURRICULUM GUIDE  
FOR THE CAREER EXPLORATION PHASE,  
LEVEL TWO, IS PART OF A TOTAL  
CAREER EDUCATION PROGRAM IN THE  
JONES COUNTY SCHOOL SYSTEM IN  
MISSISSIPPI. LEVEL TWO SERVES AS A  
LINK IN THE GRADUAL PROCESS OF  
CAREER CHOICE, AND INVOLVES THE  
ACQUISITION OF SELF-UNDERSTANDING  
AND ADDITIONAL KNOWLEDGE OF THE  
WORLD OF WORK. NINTH GRADE STUDENTS  
ARE ENCOURAGED TO EXPERIMENT WITH  
THEIR INTERESTS AND ABILITIES, TO  
PARTICIPATE IN A VARIETY OF  
EXPERIENCES THAT MAY INDICATE A  
TENTATIVE PRE-CAREER CHOICE.  
ORIENTATION TO DECISION-MAKING  
ACQUAINTS THE STUDENT WITH FACTORS  
TO CONSIDER WHEN MAKING MORE  
DEFINITE CAREER CHOICES. THE UNITS  
OF STUDY ARE BASED ON THE FOLLOWING  
INSTRUCTIONAL GOALS: (1) INCREASING  
SELF-AWARENESS, (2) BEGINNING  
EDUCATIONAL AND CAREER PLANNING,  
(3) STUDYING IN-DEPTH OCCUPATIONS  
RELATED TO AREA OF INTEREST, (4)  
BECOMING ACQUAINTED WITH THE  
ECONOMIC SYSTEM AND RELATING IT TO  
FUTURE CAREER DEVELOPMENT, (5)  
FUNCTIONING IN SIMULATED WORK  
EXPERIENCES, AND (6) ACQUIRING

INFORMATION REGARDING EMPLOYABILITY SKILLS; APPENDIXES INCLUDE SUGGESTED LEARNING ACTIVITIES FOR THE STUDENT TO PERFORM IN MEETING THE INSTRUCTIONAL GOALS OF THE PROGRAM. (AUTHOR/NJ).

#### VT 101 980

LEARNING EXPERIENCES IN TECHNOLOGY. BOOK I FOR GRADES K-2.

ROYAL OAK SCHOOL DISTRICT, MICH. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - JUN73 433P.; SEE RELATED DOCUMENTS VT 101 981 AND 101 982.

DESCRIPTORS - \*CAREER AWARENESS; \*TEACHING GUIDES; \*KINDERGARTEN; \*GRADE 1; \*GRADE 2; INSTRUCTIONAL MATERIALS; TECHNOLOGY; ELEMENTARY SCHOOL CURRICULUM; LEARNING ACTIVITIES IDENTIFIERS - ROYAL OAK; MICHIGAN; PROJECT LET

ABSTRACT - THIS GUIDE IS INTENDED TO BE USED AS A WORKING COPY WHICH WILL BE REVISED AT THE END OF THE 1973-74 SCHOOL YEAR. THE GUIDE CONSISTS OF 28 INTEGRATED TEACHING UNITS FOR GRADE K-2 STUDENTS. THE DURATION OF EACH TEACHING UNIT VARIES TO ALLOW FOR FLEXIBILITY, INDIVIDUALITY, CREATIVITY, AND FULFILLMENT OF THE NEEDS AND INTERESTS OF EACH CHILD. EACH UNIT EVOLVES FROM EXISTING ELEMENTARY CURRICULUM AND INCLUDES THE FOLLOWING COMPONENTS: (1) GENERAL OVERVIEW, (2) TEACHING/LEARNING RESOURCES, (3) CONCEPTS, (4) BEHAVIORAL OBJECTIVES, (5) METHODS OF IMPLEMENTATION, (6) RESOURCE PEOPLE AND MATERIALS, AND (7) STUDENT ACTIVITIES. INHERENT IN EACH COMPONENT IS AN AWARENESS OF CAREERS AND THE WAY MAN DOES THINGS. (AUTHOR/VA)

#### VT 101 981

LEARNING EXPERIENCES IN TECHNOLOGY. BOOK II FOR GRADES 3 AND 4.

ROYAL OAK SCHOOL DISTRICT, MICH. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - JUN73 398P.; SEE RELATED DOCUMENTS VT 101 980 AND VT 101 982.

DESCRIPTORS - \*CAREER AWARENESS; \*GRADE 3; \*GRADE 4; \*TEACHING GUIDES; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES; ELEMENTARY SCHOOL CURRICULUM; TECHNOLOGY IDENTIFIERS - ROYAL OAK; MICHIGAN; PROJECT LET

ABSTRACT - CAREER INFORMATION IS BUILT INTO EACH COMPONENT OF THIS TEACHING GUIDE CONSISTING OF 24 UNITS DESIGNED TO ENHANCE CAREER AWARENESS IN GRADE 3-4 STUDENTS. THE GUIDE IS INTENDED TO BE USED AS A WORKING DRAFT WHICH WILL BE REVISED AT THE END OF THE 1973-74 SCHOOL YEAR. EXISTING ELEMENTARY CURRICULUM PROVIDED THE BASIS FOR THE DEVELOPMENT OF THE GUIDE. STUDENT INVOLVEMENT AND IDEAS AS WELL AS TEACHER INPUTS WERE ALSO UTILIZED. EACH UNIT INCLUDES THE FOLLOWING COMPONENTS: (1) GENERAL OVERVIEW, (2) TEACHING/LEARNING RESOURCES, (3) CONCEPTS, (4) BEHAVIORAL OBJECTIVES, (5) METHODS OF IMPLEMENTATION, (6) RESOURCE PEOPLE AND MATERIALS, AND (7) STUDENT ACTIVITIES. (AUTHOR/VA)

#### VT 101 982

LEARNING EXPERIENCES IN TECHNOLOGY. BOOK III FOR GRADES 5 AND 6.

ROYAL OAK SCHOOL DISTRICT, MICH. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - JUN73 323P.; SEE RELATED DOCUMENTS VT 101 980 AND VT 101 981.

DESCRIPTORS - \*CAREER AWARENESS; \*GRADE 5; \*GRADE 6; \*TEACHING GUIDES; INSTRUCTIONAL MATERIALS; TECHNOLOGY; ELEMENTARY SCHOOL CURRICULUM; LEARNING ACTIVITIES IDENTIFIERS - ROYAL OAK; MICHIGAN; PROJECT LET

ABSTRACT - THE OPPORTUNITY FOR GRADE 5-6 STUDENTS TO EXPLORE CAREERS AND TECHNOLOGY IS PROVIDED BY THIS TEACHING GUIDE. INHERENT IN EACH COMPONENT IS AN AWARENESS OF

CAREERS AND THE WAY MAN DOES THINGS. THE GUIDE IS INTENDED TO BE USED AS A WORKING COPY FOR PROFESSIONAL STAFF. THE INTEGRATED TEACHING UNITS ARE EVOLUTIONARY IN NATURE AS THEY ARE DEVELOPED FROM THE CURRICULUM, UTILIZING STUDENT INVOLVEMENT AND IDEAS. THE UNITS ARE CONTINUALLY BEING IMPLEMENTED, EVALUATED, AND REVISED BY THE CLASSROOM TEACHER. (AUTHOR/VA)

### VT 101 983

NORTH DAKOTA EXEMPLARY PROJECT IN CAREER DEVELOPMENT. KINDERGARTEN CLASSROOM ACTIVITIES.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-70-4752(361)

PUB DATE - 30JUN73 99P.; SEE RELATED DOCUMENTS VT 101 984 THRU VT 101 989 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*DEVELOPMENTAL PROGRAMS; VOCATIONAL DEVELOPMENT; \*CAREER AWARENESS; \*CLASS ACTIVITIES; SELF CONCEPT; OCCUPATIONAL INFORMATION; TEACHING GUIDES; RESOURCE MATERIALS; \*KINDERGARTEN

IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA EXEMPLARY PROJECT IN CAREER EDUCATION WAS DEVELOPED AND FIELD-TESTED IN THE BISMARCK DISTRICT AND IN OTHER SCHOOLS THAT BECAME INVOLVED DURING 1970-1973.

MATERIALS WERE COMPILED FOR TEACHER USE IN INTEGRATING CAREER EDUCATION ACTIVITIES INTO THE EXISTING CURRICULUM, ADAPTED TO LOCAL SCHOOL NEEDS. INCLUDED ARE CAREER EDUCATION PHILOSOPHY (K-6), OBJECTIVES, AND DEVELOPMENT CONCEPTS. KINDERGARTEN OBJECTIVES ARE TO DEVELOP SOCIAL GROWTH, SELF-AWARENESS, AND POSITIVE ATTITUDES TOWARD THE WORLD OF WORK. THIS VOLUME CONTAINS KINDERGARTEN MATERIALS ON HOME AND FAMILIES, SELF-AWARENESS, AWARENESS OF

ENVIRONMENT, IMMEDIATE NEIGHBORHOOD, AND HOLIDAYS. RESOURCE MATERIALS GUIDELINES ARE APPENDED. (AUTHOR/MF)

### VT 101 984

NORTH DAKOTA EXEMPLARY PROJECT IN CAREER EDUCATION. FIRST GRADE GUIDELINE.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-70-4752(361)

PUB DATE - 30JUN73 154P.; SEE RELATED DOCUMENTS VT 101 983 AND VT 101 985 THRU VT 101 989 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*DEVELOPMENTAL PROGRAMS; VOCATIONAL DEVELOPMENT; \*CAREER AWARENESS; \*CLASS ACTIVITIES; SELF CONCEPT; OCCUPATIONAL INFORMATION; TEACHING GUIDES; RESOURCE MATERIALS; \*GRADE 1; BULLETIN BOARDS

IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA EXEMPLARY PROJECT IN CAREER EDUCATION WAS DEVELOPED AND FIELD-TESTED IN THE BISMARCK DISTRICT AND IN OTHER SCHOOLS THAT BECAME INVOLVED DURING 1970-1973.

MATERIALS WERE COMPILED FOR TEACHER USE IN INTEGRATING CAREER EDUCATION ACTIVITIES INTO THE EXISTING CURRICULUM, ADAPTED TO LOCAL SCHOOL NEEDS. INCLUDED ARE CAREER EDUCATION PHILOSOPHY (K-6), OBJECTIVES, AND DEVELOPMENT CONCEPTS. FIRST GRADE OBJECTIVES ARE TO PRESENT APPROPRIATE OCCUPATIONAL INFORMATION ABOUT THE WORLD OF WORK, TO DEVELOP AN AWARENESS OF SELF-WORTH, AND TO DEVELOP POSITIVE ATTITUDES TOWARD WORK. THIS VOLUME CONTAINS MATERIALS ON SELF-WORTH AND UNDERSTANDING ONESELF AND OTHERS, OCCUPATIONAL INFORMATION AND POSITIVE ATTITUDES TOWARD WORK AND WORKERS, AND BULLETIN BOARD IDEAS. RESOURCE MATERIALS GUIDELINES ARE

## APPENDED. (AUTHOR/MF)

## VT 101 985

NORTH DAKOTA EXEMPLARY PROJECT IN  
CAREER EDUCATION. SECOND GRADE  
GUIDELINE.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
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PUB DATE - 30JUN73 177P.; SEE  
RELATED DOCUMENTS VT 101 983, VT  
101 984 AND VT 101 986 THRU VT 101  
989 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS; VOCATIONAL  
DEVELOPMENT; \*CAREER AWARENESS;  
\*CLASS ACTIVITIES; TEACHING GUIDES;  
SELF CONCEPT; OCCUPATIONAL  
INFORMATION; RESOURCE MATERIALS;  
\*GRADE 2; BULLETIN BOARDS  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA  
EXEMPLARY PROJECT IN CAREER  
EDUCATION WAS DEVELOPED AND FIELD-  
TESTED IN THE BISMARCK DISTRICT AND  
IN OTHER SCHOOLS THAT BECAME  
INVOLVED DURING 1970-1973.

MATERIALS WERE COMPILED FOR  
TEACHERS' USE IN INTEGRATING CAREER  
EDUCATION ACTIVITIES INTO THE  
EXISTING CURRICULUM, ADAPTED TO  
LOCAL SCHOOL NEEDS. INCLUDED ARE  
CAREER EDUCATION PHILOSOPHY (K-6),  
OBJECTIVES, AND DEVELOPMENT  
CONCEPTS. SECOND GRADE SPECIFIC  
OBJECTIVES ARE TO DEVELOP AN  
UNDERSTANDING OF ONE'S SELF-  
CONCEPT, TO DEVELOP POSITIVE  
ATTITUDES TOWARD THE WORLD OF WORK,  
AND TO PROVIDE GENERAL  
OBSERVATIONAL EXPERIENCES OF WORK,  
AND TO PRESENT APPROPRIATE  
OCCUPATIONAL INFORMATION. THIS  
VOLUME CONTAINS MATERIALS ON THE  
OBJECTIVES FOR GRADE 2, INCLUDING  
BULLETIN BOARD IDEAS. RESOURCE  
MATERIALS GUIDELINES ARE APPENDED.  
(AUTHOR/MF)

VT 101 986

NORTH DAKOTA EXEMPLARY PROJECT IN  
CAREER EDUCATION. THIRD GRADE  
GUIDELINE.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
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101 989 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS; \*CAREER  
AWARENESS; \*CLASS ACTIVITIES; SELF  
CONCEPT; OCCUPATIONAL INFORMATION;  
TEACHING GUIDES; RESOURCE  
MATERIALS; VOCATIONAL DEVELOPMENT;  
\*GRADE 3  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA  
EXEMPLARY PROJECT IN CAREER  
EDUCATION WAS DEVELOPED AND FIELD-  
TESTED IN THE BISMARCK DISTRICT AND  
IN OTHER SCHOOLS THAT BECAME  
INVOLVED DURING 1970-1973.

MATERIALS WERE COMPILED FOR  
TEACHERS' USE IN INTEGRATING CAREER  
EDUCATION ACTIVITIES INTO THE  
EXISTING CURRICULUM, ADAPTED TO  
LOCAL SCHOOL NEEDS. INCLUDED ARE  
CAREER EDUCATION PHILOSOPHY (K-6),  
OBJECTIVES, AND DEVELOPMENT  
CONCEPTS. THIRD GRADE OBJECTIVES  
ARE TO DEVELOP POSITIVE SELF-  
CONCEPTS, TO DEVELOP POSITIVE  
ATTITUDES TOWARD WORK AND WORKERS,  
AND TO PROVIDE OCCUPATIONAL  
ORIENTATION TO THE WORLD OF WORK.  
THIS VOLUME CONTAINS MATERIALS ON  
THE OBJECTIVES FOR GRADE 3.  
LISTINGS UNDER THE WORLD OF WORK  
PROVIDE SOME INFORMATION ABOUT  
VARIOUS OCCUPATIONS. RESOURCE  
MATERIALS GUIDELINES ARE APPENDED.  
(AUTHOR/MF)

VT 101 987

NORTH DAKOTA EXEMPLARY PROJECT IN  
CAREER EDUCATION. GRADE FOUR  
CLASSROOM ACTIVITIES.



NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
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PUB DATE - 30JUN73 154P.; SEE  
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101 989 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS; VOCATIONAL  
DEVELOPMENT; \*CAREER AWARENESS;  
\*CLASS ACTIVITIES; SELF CONCEPT;  
OCCUPATIONAL INFORMATION; TEACHING  
GUIDES; RESOURCE MATERIALS; \*GRADE  
4; JOB SKILLS; OCCUPATIONAL  
CLUSTERS  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA  
EXEMPLARY PROJECT IN CAREER  
EDUCATION WAS DEVELOPED AND FIELD-  
TESTED IN THE BISMARCK DISTRICT AND  
IN OTHER SCHOOLS THAT BECAME  
INVOLVED DURING 1970-1973..  
MATERIALS WERE COMPILED FOR  
TEACHERS' USE IN INTEGRATING CAREER  
EDUCATION INTO THE EXISTING  
CURRICULUM, ADAPTED TO LOCAL SCHOOL  
NEEDS. INCLUDED ARE CAREER  
EDUCATION PHILOSOPHY (K-6),  
OBJECTIVES, AND DEVELOPMENT  
CONCEPTS. TWELVE BROAD OBJECTIVES  
ARE LISTED FOR GRADES 4-6,  
EXPANDING THE OBJECTIVES FOR THE  
PRIMARY GRADES. MATERIALS ON  
ACTIVITIES FOR VARIOUS ELEMENTS OF  
CAREER EDUCATION SUITABLE TO GRADE  
4 ARE PRESENTED UNDER SELF-  
AWARENESS, CAREER AWARENESS,  
APPRECIATIONS AND ATTITUDES,  
ECONOMIC AWARENESS, DECISION-MAKING  
SKILLS, SKILL AWARENESS,  
EMPLOYABILITY SKILLS, AND  
EDUCATIONAL SKILLS. SUGGESTED  
SUBJECT AREAS ARE LANGUAGE ARTS,  
SCIENCE AND HEALTH, SOCIAL STUDIES,  
MATH, PHYSICAL EDUCATION, MUSIC,  
ART, AND GENERAL. RESOURCE  
MATERIALS GUIDELINES ARE APPENDED.  
(AUTHOR/MF)

VT 101 988

NORTH DAKOTA EXEMPLARY PROJECT IN

CAREER EDUCATION. GRADE FIVE  
CLASSROOM ACTIVITIES.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

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DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS; VOCATIONAL  
DEVELOPMENT; \*CAREER AWARENESS;  
\*CLASS ACTIVITIES; SELF CONCEPT;  
OCCUPATIONAL INFORMATION; TEACHING  
GUIDES; RESOURCE MATERIALS; \*GRADE  
5; JOB SKILLS; OCCUPATIONAL  
CLUSTERS; SKILL DEVELOPMENT  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - THE NORTH DAKOTA  
EXEMPLARY PROJECT IN CAREER  
EDUCATION WAS DEVELOPED AND FIELD-  
TESTED IN THE BISMARCK DISTRICT AND  
IN OTHER SCHOOLS THAT BECAME  
INVOLVED DURING 1970-1973.  
MATERIALS WERE COMPILED FOR  
TEACHERS' USE IN INTEGRATING CAREER  
EDUCATION ACTIVITIES INTO THE  
EXISTING CURRICULUM, ADAPTED TO  
LOCAL SCHOOL NEEDS. INCLUDED ARE  
CAREER EDUCATION PHILOSOPHY (K-6),  
OBJECTIVES, AND DEVELOPMENT  
CONCEPTS. TEN BROAD OBJECTIVES ARE  
LISTED FOR GRADES 4-6, EXPANDING  
THE OBJECTIVES FOR THE PRIMARY  
GRADES. MATERIALS ON ACTIVITIES FOR  
VARIOUS ELEMENTS OF CAREER  
EDUCATION SUITABLE TO GRADE 5 ARE  
PRESENTED UNDER SELF-AWARENESS,  
CAREER AWARENESS, SKILL AWARENESS,  
EMPLOYABILITY SKILLS, DECISION-  
MAKING SKILLS, APPRECIATIONS AND  
ATTITUDES, AND ECONOMIC AWARENESS.  
SUGGESTED SUBJECT AREAS ARE MATH,  
SCIENCE, SOCIAL STUDIES, PHYSICAL  
EDUCATION, LANGUAGE ARTS, AND  
MUSIC. RESOURCE MATERIALS  
GUIDELINES ARE APPENDED.  
(AUTHOR/MF)

VT 101 989

**NORTH DAKOTA EXEMPLARY PROJECT IN  
CAREER EDUCATION. GRADE SIX  
CLASSROOM ACTIVITIES.**

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

BEG-0-70-4752(361)

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DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS; VOCATIONAL  
DEVELOPMENT; \*CAREER AWARENESS;  
\*CLASS ACTIVITIES; SELF CONCEPT;  
OCCUPATIONAL INFORMATION; TEACHING  
GUIDES; RESOURCE MATERIALS; \*GRADE  
6; JOB SKILLS; OCCUPATIONAL  
CLUSTERS; SKILL DEVELOPMENT  
IDENTIFIERS - \*NORTH DAKOTA

ABSTRACT - TEN BROAD OBJECTIVES ARE  
LISTED FOR GRADES 4-6, EXPANDING  
THOSE FOR THE PRIMARY GRADES.  
MATERIALS ON ACTIVITIES FOR VARIOUS  
ELEMENTS OF CAREER EDUCATION  
SUITABLE TO GRADE 6 ARE PRESENTED  
UNDER SELF-AWARENESS, CAREER  
AWARENESS, DECISION-MAKING SKILLS,  
APPRECIATIONS AND ATTITUDES,  
ECONOMIC AWARENESS, SKILL  
AWARENESS, AND EMPLOYABILITY  
SKILLS. SUGGESTED SUBJECT AREAS ARE  
MATH, SCIENCE, LANGUAGE ARTS,  
SOCIAL STUDIES, GENERAL ART, AND  
PHYSICAL EDUCATION. SOMEWHAT MORE  
DETAILED JOB INFORMATION IS  
PROVIDED. RESOURCE MATERIALS  
GUIDELINES ARE APPENDED.  
(AUTHOR/MF)

VT 101 990  
CAREER ORIENTATION IN ELEMENTARY  
GRADES. TEACHER'S GUIDE.

FAIRFIELD COUNTY SCHOOL DISTRICT 1,  
WINNSBORO, S.C.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.; SOUTH CAROLINA REGION 5  
EDUCATIONAL SERVICES CENTER,  
LANCASTER.  
MF AND HC AVAILABILITY WILL BE

ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - NO. 79P.

DESCRIPTORS - \*VOCATIONAL  
DEVELOPMENT; \*ELEMENTARY SCHOOL  
STUDENTS; \*ORIENTATION MATERIALS;  
\*TEACHING GUIDES; LABORATORY  
PROCEDURES; \*OCCUPATIONAL GUIDANCE;  
UNIT PLAN  
IDENTIFIERS - \*CAREER ORIENTATION;  
SOUTH CAROLINA

ABSTRACT - THIS MANUAL IS DESIGNED  
TO HELP THE ELEMENTARY LEVEL  
TEACHER PROVIDE SOME OF THE  
INFORMATION AND EXPERIENCES NEEDED  
BY STUDENTS IN MAKING VOCATIONAL  
DECISIONS. SOME OF THE INFORMATION  
DEALS WITH SIMULATED EXPERIENCES,  
IN-SCHOOL WORK, AND FIELD TRIPS,  
STRESSING ACTION WITH A MINIMUM OF  
THEORY. OTHER PARTS OF THE MANUAL  
COVER A DIFFERENT PHASE OF  
VOCATIONAL ORIENTATION, USING A  
MORE THEORETICAL APPROACH BASED ON  
TRADITIONAL VOCATIONAL GUIDANCE  
METHODS, WITH EMPHASIS ON PROVIDING  
INFORMATION ON PERSONALITY  
DEVELOPMENT. GOALS OF VOCATIONAL  
ORIENTATION ARE STUDENT-EVALUATION,  
INTRODUCTION OF THE VARIOUS  
OCCUPATIONAL AREAS, EXPLORATION OF  
THE ECONOMIC AND SOCIAL VALUES OF  
WORK, EXPLORATION OF THE  
PSYCHOLOGICAL AND SOCIOLOGICAL  
MEANINGS OF WORK, DESCRIPTION OF  
EDUCATIONAL AVENUES, AND DEVELOPING  
STUDENTS' DECISION-MAKING ABILITY.  
THE UNIT-PROJECT APPROACH TO  
VOCATIONAL ORIENTATION IS APPLIED  
TO THE CURRICULUM FLOW IN ORDER TO  
GIVE STUDENTS SOME PRACTICAL  
EXPERIENCE ALONG WITH THE  
INFORMATION. SUGGESTED CAREERS FOR  
STUDY IN KINDERGARTEN THROUGH  
GRADES 6-7 ARE PRESENTED. TWO  
PAPERS ARE APPENDED, "CAREER  
GUIDANCE: A DEVELOPMENTAL PROCESS"  
AND "THE NEEDS OF INNER-CITY  
CHILDREN FOR CAREER GUIDANCE". (MF)

VT 101 991  
STEWART, JAMES C., COMP.  
CONSUMER AND HOMEMAKING K-1-2.  
MANUAL FOR CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE,  
TENN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 68P.; SEE RELATED DOCUMENTS VT 101 992 THRU VT 101 996 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*CURRICULUM GUIDES; CLASS ACTIVITIES; RESOURCE MATERIALS; \*CONSUMER EDUCATION; \*HOMEMAKING EDUCATION; KINDERGARTEN; GRADE 1; GRADE 2  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS; TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE (SCHOOL PROGRAMS IN CAREER EDUCATION) CURRICULUM GUIDES ARE CONCERNED WITH THE AREAS OF SELF-CONCEPT, DIGNITY OF WORK, CHANGE IS CONSTANT IN CAREERS, AND RELEVANCE OF SCHOOL TO WORK. THE CAREER EDUCATION CURRICULUM IN THIS VOLUME PRESENTS UNITS WHICH MAY BE TAUGHT AS SEPARATE SUBJECTS, INCORPORATED INTO ALL AREAS OF THE EXISTING CURRICULUM, OR USED AS THE TOTAL CURRICULUM, WITH TEXTS AS REFERENCES. EACH UNIT CONTAINS SUGGESTED ASSIGNMENTS AND ACTIVITIES IN MATH, LANGUAGE ARTS, SCIENCE, AND ART. THE CONSUMER AND HOMEMAKING UNITS FOR KINDERGARTEN, GRADE 1, AND GRADE 2 PROVIDE ACTIVITIES AND RESOURCES FOR VERY YOUNG CHILDREN TO ACQUIRE BEGINNING KNOWLEDGE AND HABITS NEEDED FOR CAREERS IN THESE FIELDS.  
(AUTHOR/MF)

VT 101 992

STEWART, JAMES C., COMP.  
CONSUMER AND HOMEMAKING 3-4. MANUAL FOR CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE, TENN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 80P.; SEE RELATED DOCUMENTS VT 101 991 AND VT 101 993 THRU VT 101 996 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*CURRICULUM GUIDES; CLASS ACTIVITIES; RESOURCE MATERIALS; \*CAREER AWARENESS; \*CONSUMER

EDUCATION; \*HOMEMAKING EDUCATION; GRADE 3; GRADE 4  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS; TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE (SCHOOL PROGRAMS IN CAREER EDUCATION) CURRICULUM GUIDES ARE CONCERNED WITH THE AREAS OF SELF-CONCEPT, DIGNITY OF WORK, CHANGE IS CONSTANT IN CAREERS, AND RELEVANCE OF SCHOOL TO WORK. THE CAREER EDUCATION CURRICULUM IN THIS VOLUME PRESENTS UNITS WHICH MAY BE TAUGHT AS SEPARATE SUBJECTS, INCORPORATED INTO ALL AREAS OF THE EXISTING CURRICULUM, OR USED AS THE TOTAL CURRICULUM, WITH TEXTS AS REFERENCES. EACH UNIT CONTAINS SUGGESTED ASSIGNMENTS AND ACTIVITIES IN MATH, LANGUAGE ARTS, SCIENCE, AND ART. THE CONSUMER AND HOMEMAKING UNITS FOR GRADES 3 AND 4 ARE PRESENTED SO AS TO BRING ABOUT CAREER AWARENESS BY EXPOSING THE CHILDREN TO VARIOUS JOBS. NO ATTEMPT IS MADE TO LEARN ABOUT WORKERS. (AUTHOR/MF)

VT 101 993

CONSUMER AND HOMEMAKING 5-6. MANUAL FOR CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE, TENN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 89P.; SEE RELATED DOCUMENTS VT 101 991, VT 101 992 AND VT 101 994 THRU VT 101 996 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*CURRICULUM GUIDES; CLASS ACTIVITIES; RESOURCE MATERIALS; \*CAREER AWARENESS; \*CONSUMER EDUCATION; \*HOMEMAKING EDUCATION; GRADE 5; GRADE 6  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS; TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE (SCHOOL PROGRAMS IN CAREER EDUCATION) CURRICULUM GUIDES ARE CONCERNED WITH THE AREAS OF SELF-CONCEPT, DIGNITY OF WORK, CHANGE IS CONSTANT IN CAREERS, AND RELEVANCE OF SCHOOL TO WORK. THE CAREER



EDUCATION CURRICULUM IN THIS VOLUME PRESENTS UNITS WHICH MAY BE TAUGHT AS SEPARATE SUBJECTS, INCORPORATED INTO ALL AREAS OF THE EXISTING CURRICULUM, OR USED AS THE TOTAL CURRICULUM, WITH TEXTS AS REFERENCES. EACH UNIT CONTAINS SUGGESTED ASSIGNMENTS AND ACTIVITIES IN MATH, LANGUAGE ARTS, SCIENCE, AND ART. THE CONSUMER AND HOMEMAKING CLUSTER FOR GRADES 5 AND 6 OFFERS OPPORTUNITIES FOR LEARNING ABOUT JOBS BY INVOLVING THE STUDENTS IN ACTIVITIES THAT CAN BE REPRODUCED OR SIMULATED IN THE CLASSROOM. IT ALSO STRESSES PRE-OCCUPATIONAL LEARNING, WITH JOB INTERVIEWING SIMULATION. (AUTHOR/MF)

#### VT 101 994

STEWART, JAMES C., COMP.  
CONSTRUCTION 3-4. MANUAL FOR CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE, TENN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - ND 76P.; SEE RELATED DOCUMENTS VT 101 991, VT 101 992, VT 101 993, VT 101 995 AND VT 101 996 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; CLASS ACTIVITIES; RESOURCE MATERIALS;  
\*CONSTRUCTION (PROCESS); \*BUILDING TRADES; GRADE 3; GRADE 4  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS; TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE (SCHOOL PROGRAMS IN CAREER EDUCATION) CURRICULUM GUIDES ARE CONCERNED WITH THE AREAS OF SELF-CONCEPT, DIGNITY OF WORK, CHANGE IS CONSTANT IN CAREERS, AND RELEVANCE OF SCHOOL TO WORK. THE CAREER EDUCATION CURRICULUM IN THIS VOLUME PRESENTS UNITS WHICH MAY BE TAUGHT AS SEPARATE SUBJECTS, INCORPORATED INTO ALL AREAS OF THE EXISTING CURRICULUM, OR USED AS THE TOTAL CURRICULUM, WITH TEXTS AS REFERENCES. EACH UNIT CONTAINS SUGGESTED ASSIGNMENTS AND ACTIVITIES IN MATH, LANGUAGE ARTS,

SCIENCE, AND ART. THE CONSTRUCTION UNIT FOR GRADES 3 AND 4 EXAMINES JOBS WITHIN THE CONSTRUCTION CLUSTER AND IN RELATED FIELDS OF CONSTRUCTION, SUCH AS ARCHITECTURE, INTERIOR DECORATING, CRAFTS, AND MATERIALS. (AUTHOR/MF)

#### VT 101 995

STEWART, JAMES C., COMP.  
GAMES AND ACTIVITIES FOR CAREER EDUCATION. MANUAL FOR CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE, TENN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - ND 34P.; SEE RELATED DOCUMENTS VT 101 991 THRU VT 101 994 AND VT 101 996 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; CLASS ACTIVITIES; RESOURCE MATERIALS;  
\*CLASSROOM GAMES; PRIMARY GRADES; ELEMENTARY GRADES  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS; TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE (SCHOOL PROGRAMS IN CAREER EDUCATION) CURRICULUM GUIDES ARE CONCERNED WITH THE AREAS OF SELF-CONCEPT, DIGNITY OF WORK, CHANGE IS CONSTANT IN CAREERS, AND RELEVANCE OF SCHOOL TO WORK. THE CAREER EDUCATION CURRICULUM IN THIS VOLUME PRESENTS UNITS WHICH MAY BE TAUGHT AS SEPARATE SUBJECTS, INCORPORATED INTO ALL AREAS OF THE EXISTING CURRICULUM, OR USED AS THE TOTAL CURRICULUM, WITH TEXTS AS REFERENCES. EACH UNIT CONTAINS SUGGESTED ASSIGNMENTS AND ACTIVITIES IN MATH, LANGUAGE ARTS, SCIENCE, AND ART. THIS PROGRAM DOCUMENT PROVIDES GAMES AND ACTIVITIES FOR PRIMARY AND ELEMENTARY GRADES WHICH MAY BE ADAPTED TO VARIOUS CAREER CLUSTERS. MOST OF THE GAMES MAY BE CONSTRUCTED BY THE CLASS. (AUTHOR/MF)

#### VT 101 996

STEWART, JAMES C., COMP.

TRANSPORTATION K-1-2. MANUAL FOR  
CAREER EDUCATION.

KNOX COUNTY SCHOOLS, KNOXVILLE,  
TENN.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - NO 72P.; SEE  
RELATED DOCUMENTS VT 101 991 THRU  
VT 101 995 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CURRICULUM GUIDES; CLASS  
ACTIVITIES; RESOURCE MATERIALS;  
\*TRANSPORTATION; KINDERGARTEN;  
GRADE 1; GRADE 2  
IDENTIFIERS - \*KNOX COUNTY SCHOOLS;  
TENNESSEE

ABSTRACT - OBJECTIVES OF THE SPICE  
(SCHOOL PROGRAMS IN CAREER  
EDUCATION) CURRICULUM GUIDES ARE  
CONCERNED WITH THE AREAS OF SELF-  
CONCEPT, DIGNITY OF WORK, CHANGE IS  
CONSTANT IN CAREERS, AND RELEVANCE  
OF SCHOOL TO WORK. THE CAREER  
EDUCATION CURRICULUM IN THIS VOLUME  
PRESENTS UNITS WHICH MAY BE TAUGHT  
AS SEPARATE SUBJECTS, INCORPORATED  
INTO ALL AREAS OF THE EXISTING  
CURRICULUM, OR USED AS THE TOTAL  
CURRICULUM, WITH TEXTS AS  
REFERENCES. EACH UNIT CONTAINS  
SUGGESTED ASSIGNMENTS AND  
ACTIVITIES IN MATH, LANGUAGE ARTS,  
SCIENCE, AND ART. THE  
TRANSPORTATION UNIT FOR  
KINDERGARTEN AND GRADES 1 AND 2  
PRESENTS MATERIALS AND ACTIVITIES  
TO BROADEN THE CHILDREN'S KNOWLEDGE  
OF THE TRANSPORTATION INDUSTRY AND  
ITS WORKERS. (AUTHOR/MF)

VT 101 997  
PLACEMENT SERVICE PROCEDURES.

FORT WORTH PUBLIC SCHOOLS, TEX.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
DEC-0-73-6370  
PUB DATE - 73 30P.

DESCRIPTORS - \*JOB PLACEMENT;  
\*PUPIL PERSONNEL SERVICES;  
\*OCCUPATIONAL GUIDANCE;  
ADMINISTRATOR GUIDES;  
IDENTIFIERS - TEXAS

ABSTRACT - JOB OPPORTUNITIES CAN  
PROVIDE A STUDENT ASSISTANCE IN  
EXPLORING CAREER OPTIONS. IMPROVED  
ABILITY TO MAKE CAREER PLANS WHILE  
STILL IN HIGH SCHOOL CAN BE  
ACCOMPLISHED BY PROVIDING STUDENT  
ACCESS TO PLACEMENT SERVICES. THIS  
ADMINISTRATIVE GUIDE DESCRIBES THE  
PLACEMENT COMPONENT, WHICH SERVES  
AS AN EXTENSION OF THE GUIDANCE AND  
COUNSELING COMPONENT OF THE FORT  
WORTH PUBLIC SCHOOLS. THE PURPOSE  
OF THE PLACEMENT COMPONENT IS TO  
ESTABLISH A SERVICE TO INSURE  
PLACEMENT OF ALL EXISTING STUDENTS  
EITHER IN A JOB, A POSTSECONDARY  
OCCUPATIONAL PROGRAM, OR A  
BACCALAUREATE PROGRAM. (VA)

VT 101 998  
CAPES. A GUIDELINE FOR THE CAREER  
AWARENESS PROGRAM FOR THE  
ELEMENTARY SCHOOLS.

WASHINGTON OFFICE OF THE STATE  
SUPERINTENDENT OF PUBLIC  
INSTRUCTION, OLYMPIA.; WASHINGTON  
STATE COORDINATING COUNCIL FOR  
OCCUPATIONAL EDUCATION, OLYMPIA.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 73 166P.

DESCRIPTORS - \*CAREER AWARENESS;  
\*PROGRAM DEVELOPMENT; \*ELEMENTARY  
GRADES; TEACHING GUIDES; LEARNING  
ACTIVITIES

ABSTRACT - THIS GUIDE IS DESIGNED  
TO ASSIST THE ELEMENTARY SCHOOL  
TEACHER, COORDINATOR, COUNSELOR,  
PRINCIPAL AND OTHERS WHO WILL BE  
DEVELOPING A CAREER AWARENESS  
PROGRAM FOR THEIR PARTICULAR  
SCHOOL. THE GUIDE IS LIMITED TO THE  
ELEMENTARY SCHOOL LEVEL. ITS  
PRIMARY PURPOSE IS TO PRESENT SOME  
BASIC ELEMENTS OF CAREER AWARENESS  
PROGRAM DEVELOPMENT AND TO OFFER  
SUGGESTED APPROACHES OR ACTIVITIES  
THAT HAVE BEEN USED EFFECTIVELY BY  
OTHER ELEMENTARY TEACHERS. THE  
FRAMEWORK USED FOR DEVELOPING THE  
GUIDE HAD FIVE MAJOR COMPONENTS:  
GOALS, CONCEPTS, OBJECTIVES,  
SUGGESTED ACTIVITIES, AND LEARNER  
EXPECTATIONS. A LISTING OF

RESOURCES FOR A CAREER AWARENESS PROGRAM IS APPENDED. (AUTHOR/VA)

VT 101 999

MELETTA, EDWIN  
USING THE PROJECT METHOD IN  
DISTRIBUTIVE EDUCATION.

RUTGERS, THE STATE UNIV., NEW  
BRUNSWICK, N.J. CURRICULUM LAB.;  
PASSAIC VALLEY HIGH SCHOOL, LITTLE  
FALLS, N.J.

NEW JERSEY STATE DEPT. OF  
EDUCATION, TRENTON. DIV. OF  
VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
NEW JERSEY VOCATIONAL-TECHNICAL  
CURRICULUM LAB.; BUILDING 4103 -  
KILMER CAMPUS; RUTGERS UNIVERSITY;  
NEW BRUNSWICK, NJ 08903. (\$1.50  
PLUS POSTAGE)

PUB DATE - APR75 61P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*PROJECT TRAINING  
METHODS; GRADE 10; GRADE 11;  
\*TEACHING GUIDES; VOCATIONAL  
DEVELOPMENT.

IDENTIFIERS - NEW JERSEY

ABSTRACT - THIS DOCUMENT EXPLAINS  
HOW TO INTEGRATE THE PROJECT  
TRAINING METHODS INTO A  
DISTRIBUTIVE EDUCATION CURRICULUM  
FOR GRADES 10 OR 11. THE PURPOSE OF  
THIS TEACHER'S MANUAL IS TO GIVE AN  
OVERALL PICTURE OF THE PROJECT  
METHOD IN USE. SAMPLE PROJECTS ARE  
INCLUDED WHICH COULD APPLY TO ANY  
DISTRIBUTIVE EDUCATION STUDENT  
CONCENTRATING ON THE MAJOR AREAS OF  
CAREER DEVELOPMENT, ADVERTISING,  
DISPLAY, AND SALESMANSHIP. (LJ)

VT 102 000

SULLIVAN, ROBERT A.  
CAREER RESOURCE CENTER: A HANDBOOK  
FOR IMPLEMENTATION.

RUTGERS, THE STATE UNIV., NEW  
BRUNSWICK, N.J. CURRICULUM LAB.;  
EAST BRUNSWICK HIGH SCHOOL, N.J.  
NEW JERSEY STATE DEPT. OF  
EDUCATION, TRENTON. DIV. OF  
VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB-002

NEW JERSEY VOCATIONAL-TECHNICAL  
CURRICULUM LAB.; BUILDING 4103 -  
KILMER CAMPUS; RUTGERS UNIVERSITY;  
NEW BRUNSWICK, NJ 08903. (\$1.50  
PLUS POSTAGE)

PUB DATE - JUN75 95P.

DESCRIPTORS - \*RESOURCE CENTERS;  
\*CAREER EDUCATION; HIGH SCHOOLS;  
GUIDES  
IDENTIFIERS - NEW JERSEY

ABSTRACT - THIS HANDBOOK IS  
DESIGNED TO HELP EDUCATORS WHO ARE  
CONSIDERING THE ESTABLISHMENT OF A  
CAREER RESOURCE CENTER. BASED  
PRIMARILY ON THE WRITER'S  
EXPERIENCE, THE DOCUMENT IS  
INTENDED TO PROVIDE PRACTICAL  
ASSISTANCE IN THE ORGANIZATION OF A  
HIGH SCHOOL CAREER RESOURCE CENTER.  
THE DOCUMENT IS ORGANIZED AROUND  
THE EIGHT CHAPTER HEADINGS OF  
DETERMINATION OF ROLE, PHYSICAL  
FACILITIES, STAFF, PUBLIC  
RELATIONS, COLLECTION OF  
INFORMATION, DELIVERY SYSTEM,  
EVALUATION, AND JOB PLACEMENT. THE  
APPENDICES INCLUDE MATERIAL USED IN  
IMPLEMENTING CAREER RESOURCE  
CENTERS IN NEW JERSEY. (LJ)

VT 102 001

TASK ANALYSIS FOR INDUSTRIAL  
PLASTICS.

WASHINGTON STATE COORDINATING  
COUNCIL FOR OCCUPATIONAL EDUCATION,  
OLYMPIA.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

460-70-014

PUB DATE - ND 81P.

DESCRIPTORS - \*TASK ANALYSIS;  
\*PLASTICS; \*INDUSTRIAL EDUCATION;  
INDUSTRIAL ARTS; ADVISORY  
COMMITTEES; \*MACHINE TOOL OPERATORS  
IDENTIFIERS - WASHINGTON; LOCAL  
EDUCATION AGENCIES

ABSTRACT - THIS GUIDE IS DESIGNED  
TO PROVIDE A BASIS FOR EFFECTIVE  
COMMUNICATION BETWEEN LOCAL  
EDUCATION AGENCIES AND LOCAL  
ADVISORY COMMITTEES REGARDING  
INDUSTRIAL PLASTICS EDUCATION AND

TO COMMUNICATE NATIONAL AND STATEWIDE PROGRAM REQUIREMENTS SO THAT LOCAL ADVISORY COMMITTEES MAY RECOMMEND PROGRAM REQUIREMENTS THAT MEET LOCAL NEEDS WITH DUE CONCERN FOR STATE AND NATIONAL NEEDS. THERE IS RECENT EVIDENCE THAT THE PLASTICS INDUSTRY AS A WHOLE IS LESS AEROSPACE ORIENTED AND BECOMING MORE INDUSTRIAL PLASTICS ORIENTED. HENCE IT IS RECOMMENDED THAT A SCHOOL PLANNING A PREPARATORY PROGRAM CAREFULLY REVIEW ITS OBJECTIVES WITH ITS LOCAL ADVISORY COMMITTEE. THE DOCUMENT IS ORGANIZED BY TASK ANALYSIS AND COURSE OBJECTIVES FOR THE THREE JOBS OF MACHINE AND HAND PARTS FINISHER, PLASTIC BENCH MECHANIC, AND PLASTER AND PLASTIC TOOLING MECHANIC. FOR EACH VOCATION, STEPS TO ACCOMPLISH THE EACH TASK AND WHAT CONSTITUTES SATISFACTORY PERFORMANCE ARE DESCRIBED. (AUTHOR/LJ)

VT 102 002

CICCHETTI, ELRIC A.  
MARKETING COMPETENCIES: A CORE COURSE OF STUDY.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 73 35P.

DESCRIPTORS - \*CORE COURSES;  
\*MARKETING; \*CURRICULUM DESIGN;  
\*DISTRIBUTIVE EDUCATION;  
\*CURRICULUM EVALUATION; TASK ANALYSIS; TAXONOMY; LESSON PLANS; EDUCATIONAL OBJECTIVES

ABSTRACT - THIS DOCUMENT PROVIDES A SYSTEMATIC ANALYSIS OF CURRICULUM IN MARKETING, FOCUSING ON THE DESIGN AND EVALUATION OF A VOCATIONAL COURSE IN THE DISTRIBUTIVE EDUCATION CURRICULUM. THE CORE COURSE, ENTITLED BASIC MARKETING, WAS SELECTED BECAUSE MARKETING COMPETENCIES ARE ESSENTIAL TO EVERY DISTRIBUTIVE EDUCATION STUDENT. THE FOLLOWING AREAS ARE INCLUDED: (1) TAXONOMY OF MARKETING COMPETENCIES; (2) EDUCATIONAL OBJECTIVES FOR

MARKETING COMPETENCIES; (3) AN INTERVIEW FORM TO COLLECT DATA ON COURSE OBJECTIVES PERTAINING TO THE MARKETING COMPETENCIES; (4) A CATEGORIZATION OF OBJECTIVES BASED ON YAGI'S TAXONOMICAL SYSTEM; (5) A MATRIX OF MARKETING COMPETENCIES TO ILLUSTRATE HIGH SCHOOL ENTRY LEVEL OCCUPATIONAL AREAS, MARKETING COMPETENCIES, AND OBJECTIVES; (6) AN INSTRUMENT FOR TASK ANALYSIS, AND (7) A SET OF SIX LESSON PLANS. (AUTHOR/LJ)

VT 102 003

CAREER EDUCATION.

FOREST PARK JUNIOR HIGH SCHOOL, SPRINGFIELD, MASS. CAREER INFORMATION CENTER.  
SPRINGFIELD PUBLIC SCHOOLS, MASS.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 31P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*RESOURCE GUIDES; \*TEACHING GUIDES;  
\*JUNIOR HIGH SCHOOL STUDENTS

ABSTRACT - THE PURPOSE OF THIS RESOURCE GUIDE IS TO PROVIDE A GENERAL CONCEPTUAL FRAMEWORK AND SUGGESTED TECHNIQUES AND MATERIALS TO INTEGRATE CAREER DEVELOPMENT EXPERIENCES INTO THE JUNIOR HIGH CURRICULUM. THE MAJOR CONCEPTS AND STRATEGIES MOTIVATING THIS RESOURCE GUIDE ARE: (1) THE DEVELOPMENTAL NATURE OF K-12 CAREER EDUCATION, (2) THE INVOLVEMENT OF ALL CURRICULUM AREAS IN CAREER DEVELOPMENT, (3) THE UTILIZATION OF COMMUNITY RESOURCES IN A MORE COMPREHENSIVE AND DIRECTED FASHION AS ILLUSTRATED BY FIELD TRIPS FOCUSED ON THE WORLD OF WORKERS, AND COMMUNITY RESOURCE CENTERS PROVIDING INTERVIEW SUBJECTS AND IN-SCHOOL SPEAKERS, AND (4) THE APPLICATION OF TEACHING-LEARNING STRATEGIES FROM THE AREAS OF GROUP DYNAMICS, SIMULATION, AND SYSTEMS ANALYSIS. (AUTHOR)

VT 102 004

VOCATIONAL TRAINING: PRINTING.

PENNSYLVANIA STATE DEPT. OF



JUSTICE, HARRISBURG. BUREAU OF CORRECTION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 31P.

DESCRIPTORS - \*INDUSTRIAL ARTS;  
\*PRINTING; \*CORRECTIONAL EDUCATION;  
\*CURRICULUM GUIDES; INDIVIDUALIZED INSTRUCTION  
IDENTIFIERS - PENNSYLVANIA; IBM SELECTRIC COMPOSER OPERATOR

ABSTRACT - THE PURPOSE OF THIS PUBLICATION IS TO GIVE A BRIEF BUT COMPREHENSIVE CONCEPT OF VOCATIONAL TRAINING WITHIN THE INDUSTRY'S DIVISION OF THE PENNSYLVANIA BUREAU OF CORRECTION. THE MESSAGE IS PRIMARILY INTENDED TO GIVE DIRECTION TO THE TRAINING STAFF, FACTORY FOREMEN AND/OR THE TRADESMAN INSTRUCTOR. THE CURRICULUM IS STRUCTURED TO GIVE THE RESIDENT A BALANCE BETWEEN THE REQUIRED THEORY AND ACTUAL HANDS-ON WORK APPLICATION. PERFORMANCE OBJECTIVES 1-10 FOR THE JOB IBM SELECTRIC COMPOSER OPERATOR ARE PROVIDED TO BE USED ON AN INDIVIDUALIZED BASIS. (AUTHOR/LJ)

VT 102 005

PRE-VOCATIONAL EDUCATION WORKSHOP  
JULY 8-19, 1974. FINAL REPORT.

MIDDLE TENNESSEE STATE UNIV.,  
MURFREESBORO.  
TENNESSEE STATE DEPT. OF EDUCATION,  
NASHVILLE. DIV. OF VOCATIONAL-  
TECHNICAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 51P.

DESCRIPTORS - \*PREVOCATIONAL EDUCATION; GRADE 7; GRADE 8;  
\*MODELS; \*TEACHER WORKSHOPS;  
EDUCATIONAL PLANNING;  
INTERDISCIPLINARY APPROACH; CAREER EDUCATION; VOCATIONAL EDUCATION  
IDENTIFIERS - TENNESSEE

ABSTRACT - A PREVOCATIONAL EDUCATION WORKSHOP WAS CONDUCTED AT MIDDLE TENNESSEE STATE UNIVERSITY IN RESPONSE TO THE NEED FOR DEVELOPING AND IMPLEMENTING

PREVOCATIONAL PROGRAMS FOR GRADES 7 AND 8 IN COMPLIANCE WITH STATE LEGISLATION. THIS REPORT SUMMARIZES THE ACTIVITIES RELATED TO THE PROJECT AND UTILIZES THE EXPERIENCES GAINED FROM THESE ACTIVITIES TO MAKE RECOMMENDATIONS FOR PREVOCATIONAL EDUCATION IN TENNESSEE. THE PROJECT WAS DESIGNED AS AN INTERDISCIPLINARY EFFORT, AS THE CONCEPT OF CAREER EDUCATION, INCLUDING PREVOCATIONAL EDUCATION, INVOLVES BOTH ACADEMIC AND VOCATIONAL SUBJECT AREAS. A MAJOR PURPOSE OF THE WORKSHOP WAS TO DEVELOP MATERIALS TO ASSIST SCHOOL PERSONNEL IN IMPLEMENTING THE MODEL PROGRAM AT CENTRAL MIDDLE SCHOOL, MURFREESBORO, AND TO SUGGEST CONTENT FOR FUTURE COURSES IN PREVOCATIONAL EDUCATION. THE PRODUCTS DEVELOPED BY THE WORKSHOP PARTICIPANTS INCLUDE STATEMENTS OF PHILOSOPHY AND GOALS, A PUBLIC RELATIONS PLAN, INSTRUCTIONAL UNITS, A SCHEDULE FOR THE MODEL PROGRAM, AND SUGGESTIONS FOR POTENTIAL UNIVERSITY COURSES IN PREVOCATIONAL EDUCATION. RECOMMENDATIONS FOR FUTURE WORKSHOPS AND PROGRAMS, LISTS OF WORKSHOP PARTICIPANTS, AND TWO PREVOCATIONAL UNITS ARE INCLUDED. (AUTHOR/MF)

VT 102 006

A COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM FOR CAREER DEVELOPMENT IN GRADES K-14.  
QUARTERLY REPORT.

FLORIDA STATE DEPT. OF EDUCATION,  
TALLAHASSEE. DIV. OF VOCATIONAL,  
TECHNICAL AND ADULT EDUCATION.  
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON;  
D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OEG-0-73-3004  
PUB DATE - 15MAR75 272P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*COMPREHENSIVE PROGRAMS;  
\*VOCATIONAL DEVELOPMENT; STAFF UTILIZATION; CURRICULUM DEVELOPMENT; \*INSTRUCTIONAL MATERIALS; OCCUPATIONAL GUIDANCE;

LEARNING ACTIVITIES  
IDENTIFIERS - \*LEON COUNTY SCHOOLS;  
FLORIDA

ABSTRACT - MAJOR ACTIVITIES AND ACCOMPLISHMENTS FROM DECEMBER 15, 1974 TO MARCH 15, 1975 ARE PRESENTED IN THIS QUARTERLY REPORT OF A COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM FOR CAREER DEVELOPMENT IN GRADES K-14 IN LEON COUNTY, FLORIDA. DUE TO PERSONNEL CHANGES IT WAS NECESSARY TO DEVOTE TIME TO REDEFINING JOB DESCRIPTIONS AND IDENTIFYING TASKS AND RESPONSIBILITIES. THE CURRICULUM COMPONENT CONDUCTED WORKSHOPS AND COMPILED THE LEON HIGH SCHOOL CAREER EDUCATION PLAN BOOK AND OTHER MATERIALS. IMPROVED COUNTY-WIDE GUIDANCE ACTIVITIES ARE DESCRIBED. THE PLACEMENT AND FOLLOWUP COMPONENT INCLUDED IMPLEMENTATION OF JOB PLACEMENT PLANS IN THREE DISTRICT HIGH SCHOOLS AND A VOCATIONAL-TECHNICAL SCHOOL, WITH EMPHASIS ON DEVELOPMENT OF A FOLLOWUP SURVEY INSTRUMENT. A NUMBER OF MEASUREMENT INSTRUMENTS WERE ADMINISTERED AT THE ELEMENTARY, MIDDLE, AND HIGH SCHOOL LEVELS. EXCERPTS FROM THE LEON HIGH SCHOOL CAREER EDUCATION PLAN BOOK, A CAREER GUIDE FOR FOREIGN LANGUAGES (GERMAN), MIDDLE SCHOOL PROGRAM COST DATA, AND THE LEON COUNTY SCHOOL BOARD FOLLOWUP SURVEY INSTRUMENT ARE APPENDED. (MF)

VT 102 007

PURDY, JOAN M.

THE WORLD OF HEALTH OCCUPATIONS. A TWO-YEAR COOPERATIVE PROGRAM.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; MERCER COUNTY AREA VOCATIONAL-TECHNICAL SCHOOLS, TRENTON, N.J. NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. NEW JERSEY VOCATIONAL-TECHNICAL CURRICULUM LAB.; BUILDING 4103 - KILMER CAMPUS; RUTGERS UNIVERSITY; NEW BRUNSWICK, NJ 08903. (\$1.50

PLUS POSTAGE);  
PUB DATE - MAR75 139P.

DESCRIPTORS - \*COOPERATIVE PROGRAMS; \*HEALTH OCCUPATIONS; GRADE 11; GRADE 12; \*CURRICULUM GUIDES

IDENTIFIERS - NEW JERSEY

ABSTRACT - THIS TWO-YEAR COOPERATIVE HEALTH OCCUPATIONS PROGRAM CURRICULUM GUIDE WAS PREPARED TO INTRODUCE TO THE SCHOOLS, AND MORE IMPORTANTLY TO THE STUDENT, THE VOCATIONAL OPPORTUNITIES TO BE FOUND IN HEALTH CAREERS. THE STUDENT'S ELECTED GOAL SHOULD LEAD TO EMPLOYMENT UPON GRADUATION BECAUSE OF SPECIALIZED TRAINING, AND MAY OPEN DOORS TO ADVANCED EDUCATION TO PREPARE FOR A MORE ADVANCED POSITION IN THE HEALTH FIELD. THE SEVEN UNITS FOR THE JUNIOR YEAR ARE: (1) ORIENTATION TO SCHOOL AND HEALTH OCCUPATIONS, (2) INTRODUCTION TO ASPECTS OF HEALTH AND HUMAN BEHAVIOR, (3) GROWTH AND DEVELOPMENT OF THE PERSON, (4) INTRODUCTION TO LEGAL ASPECTS, (5) BODY STRUCTURE AND FUNCTIONS, (6) SKILLS RELATED TO HEALTH OCCUPATIONS, AND (7) NUTRITION. THE SENIOR YEAR CONSISTS OF AN ORIENTATION TO THE WORLD OF WORK. EACH UNIT BEGINS WITH AN INTRODUCTION AND THEN IS ORGANIZED BY CONTENT, TEACHER ACTIVITIES, STUDENT ACTIVITIES, AND DESIRED BEHAVIORAL OUTCOME. APPENDED ARE MATERIALS FOR TESTING, STUDENT RECORDS, RECOMMENDED TEXTBOOKS, AND VISUAL AIDS. (AUTHOR/LJ)

VT 102 008

PAGE, FRANK

BARBERING. A TEACHER'S GUIDE.

RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.; PASSAIC COUNTY VOCATIONAL TECHNICAL SCHOOL, PASSAIC, N.J. NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. NEW JERSEY VOCATIONAL-TECHNICAL

CURRICULUM LAB.; BUILDING 4103 -  
KILMER CAMPUS; RUTGERS UNIVERSITY;  
NEW BRUNSWICK, NJ 08903. (\$1.50  
PLUS POSTAGE)  
PUB DATE - APR75 . 75P.

DESCRIPTORS - \*TEACHING GUIDES;  
\*BARBERS; \*TRADE AND INDUSTRIAL  
EDUCATION; \*COURSE CONTENT;  
\*VOCATIONAL HIGH SCHOOLS  
IDENTIFIERS - NEW JERSEY; STATE  
LEGISLATION

ABSTRACT - THIS COURSE OUTLINE  
EMPHASIZES THE TRADE OF BARBERING  
AND IS INTENDED TO BE PART OF A  
COMPLETE COURSE OF INSTRUCTION  
WHICH PROVIDES BOTH A THOROUGH  
FOUNDATION IN THE FUNDAMENTAL  
SKILLS AND KNOWLEDGE OF THE BARBER  
TRADE AND THE DEVELOPMENT OF GOOD  
WORK HABITS AND ATTITUDES INCLUDING  
AN APPRECIATION OF THE IMPORTANCE  
OF SAFETY. THE STUDENT IS INTENDED  
TO HAVE ACTUAL BARBER SHOP  
EXPERIENCE IN CONJUNCTION WITH THIS  
HIGH SCHOOL LEVEL COURSE. THE  
INTRODUCTION TO THIS GUIDE PRESENTS  
INFORMATION ABOUT HOW TO SET UP THE  
COURSE, INCLUDING FACILITIES NEEDED  
AND NEW JERSEY STATE LAW. COURSE  
CONTENT OUTLINES ARE PRESENTED FOR  
THE AREAS OF: (1) SHOP SAFETY AND  
SANITATION, (2) HISTORY OF  
BARBERING, (3) PRACTICAL SKILLS,  
(4) TOOL INFORMATION, AND (5)  
PERSONAL HYGIENE AND HEALTH HABITS.  
RELATED AND THEORETICAL COURSE  
CONTENT IS ALSO AVAILABLE. STUDENT  
INFORMATION SHEETS, LESSON PLANS,  
AND TEACHER'S AIDS COMPLETE THE  
DOCUMENT. (LJ)

VT 102 009  
PARSON, WILLIAM E.  
DEVELOP A PRE-VOCATIONAL PROGRAM  
FOR FRESHMEN STUDENTS IN A  
COMPREHENSIVE AREA VOCATIONAL  
SCHOOL. FINAL REPORT.

HAMMOND. SCHOOL CITY, IND.  
INDIANA STATE DEPT. OF PUBLIC  
INSTRUCTION, INDIANAPOLIS. DIV. OF  
VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 31MAR75 37P.; SEE  
RELATED DOCUMENT VT 102 149 IN THIS

## ISSUE.

DESCRIPTORS - \*PREVOCATIONAL  
EDUCATION; \*GRADE 9; \*DEVELOPMENTAL  
PROGRAMS; \*CAREER EDUCATION;  
\*CURRICULUM DEVELOPMENT;  
\*INSTRUCTIONAL MATERIALS; AREA  
VOCATIONAL SCHOOLS; GRAPHIC ARTS;  
METAL WORKING OCCUPATIONS; BUILDING  
TRADES; ELECTRICAL OCCUPATIONS  
IDENTIFIERS - HAMMOND; INDIANA

ABSTRACT - A PROJECT DESIGNED TO  
DEVELOP A PREVOCATIONAL PROGRAM FOR  
GRADE 9 STUDENTS IN A COMPREHENSIVE  
AREA VOCATIONAL SCHOOL IS DESCRIBED  
IN THIS FINAL REPORT. THE MAJOR  
GOALS OF THE PROJECT WERE TO ENABLE  
STUDENTS TO MAKE WISE CAREER  
CHOICES AND TO DEVELOP BETTER WORK  
HABITS AND ATTITUDES. OTHER GOALS  
WERE TO IDENTIFY THE POSSIBLE NEED  
FOR 10TH GRADE PREVOCATIONAL  
PROGRAMS AND TO FURTHER INVOLVE THE  
COMMUNITY IN THE PROCESS OF  
VOCATIONAL EDUCATION. A TOTAL OF 66  
UNIT PACKETS WERE WRITTEN FOR THE  
CLUSTER AREAS OF GRAPHICS, METALS,  
CONSTRUCTION, AND ELECTRICITY-  
ELECTRONICS. EACH OF THE PACKETS  
INCLUDED INSTRUCTION SHEETS,  
AUDIOVISUAL MATERIALS, SUGGESTED  
FIELD TRIPS AND APPROPRIATE  
EVALUATION INSTRUMENTS.  
OCCUPATIONAL ANALYSIS WAS USED AS  
THE BASIS FOR PACKAGE DEVELOPMENT.  
THE PACKAGES ARE CURRENTLY BEING  
FIELD TESTED. (VA)

VT 102 010  
BIBLIOGRAPHY ON CAREER EDUCATION.

BRIDGEPORT BOARD OF EDUCATION,  
CONN.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OEG-0-71-0679(361)

PUB DATE - JUN73 23P.; SEE  
RELATED DOCUMENTS VT 102 011, VT  
102 154, VT 102 155 AND VT 102 012  
IN THIS ISSUE.

DESCRIPTORS - \*ANNOTATED  
BIBLIOGRAPHIES; \*CAREER EDUCATION;  
\*AUDIOVISUAL AIDS; FILMSTRIPS;



PHONOGRAPH RECORDS; FILMS;  
EDUCATIONAL GAMES; TAPE RECORDINGS  
IDENTIFIERS - BRIDGEPORT;  
CONNECTICUT

ABSTRACT - A RESEARCH BIBLIOGRAPHY FOR USE BY PERSONS INVOLVED IN IMPLEMENTING CAREER EDUCATION CONCEPTS, THIS DOCUMENT CONTAINS ALL OF THE COMMERCIALY PRODUCED MULTIMEDIA USED BY PROJECT BACE WHICH IS CONNECTICUT'S EXEMPLARY PROJECT IN CAREER EDUCATION. THE RESOURCES LISTED INCLUDE BOOKS, FILMSTRIPS, RECORDS, CASSETTES, AND FILMS, WHICH ARE COMMERCIALY PRODUCED. THE LISTED ITEMS ARE ALL ANNOTATED AND INCLUDE GRADE LEVEL AND COMMERCIAL PRODUCER.  
(AUTHOR/VA)

VT 102 011  
CAREER EDUCATION SAMPLE STUDY UNITS. BRIDGEPORT'S EXEMPLARY PROJECT IN CAREER EDUCATION 1973-1974.

BRIDGEPORT BOARD OF EDUCATION,  
CONN.  
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
DEG-0-71-0679(361)  
PUB DATE - ND 21P.; SEE  
RELATED DOCUMENTS VT 102 010, VT 102 154, VT 102 155 AND VT 102 012  
IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CAREER AWARENESS; \*CURRICULUM  
ENRICHMENT; ELEMENTARY SCHOOL  
CURRICULUM; GRADE 7; GRADE 8; FIELD  
TRIPS  
IDENTIFIERS - CAREER EXPLORATION;  
BRIDGEPORT; CONNECTICUT

ABSTRACT - THIS PUBLICATION PRESENTS SAMPLE STUDY UNITS USED BY THE BRIDGEPORT CAREER EDUCATION PROJECT FOR IMPLEMENTING CAREER EDUCATION CONCEPTS AT THE ELEMENTARY AND JUNIOR HIGH SCHOOL LEVELS. EACH SAMPLE UNIT HAS A SPECIFIED MAJOR GOAL AND RELATED STUDENT BEHAVIORAL OBJECTIVE(S). A FIELD TRIP IS SUGGESTED AS THE

ACTIVITY FOR PROVIDING THE SETTING FOR ACCOMPLISHING THESE OBJECTIVES. IN ADDITION, SUGGESTED TECHNIQUES FOR STUDENTS AND RESOURCE MATERIALS ARE PRESENTED. THE GRADE LEVEL FOR EACH STUDY UNIT IS INDICATED. (VA)

VT 102 012  
CAREER EDUCATION STUDY UNIT.  
BRIDGEPORT'S EXEMPLARY PROJECT IN CAREER EDUCATION 1973-1974.

BRIDGEPORT BOARD OF EDUCATION,  
CONN.  
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
DEG-0-71-0679(361)  
PUB DATE - ND 138P.; SEE  
RELATED DOCUMENTS VT 102 010, VT 102 011, VT 102 154 AND VT 102 155  
IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
DEVELOPMENTAL PROGRAMS; CURRICULUM;  
ELEMENTARY GRADES; GRADE 7; GRADE  
8; \*TEACHING GUIDES  
IDENTIFIERS - BRIDGEPORT;  
CONNECTICUT; CAREER EXPLORATION

ABSTRACT - THIS STUDY UNIT IS INTENDED FOR USE BY TEACHERS IN AN EXEMPLARY PROJECT IN CAREER EDUCATION IN BRIDGEPORT, CONNECTICUT FOR THE SCHOOL YEAR 1973-1974. IT CONSISTS OF THREE COMPLETE UNITS EACH FOR THE KINDERGARTEN THROUGH GRADE 8 LEVELS WITH FIVE CAREER CLUSTERS IDENTIFIED FOR GRADES 6, 7, AND 8. THE UNITS FOR USE AT THE KINDERGARTEN LEVEL FOCUS ON PARENTS AND WORK -- IN THE HOME, OUTSIDE THE HOME, AND VOLUNTEER WORK. GRADES 1 AND 2 STUDY JOBS IN SCHOOL AND COMMUNITY. THE UNITS FOR GRADES 3 AND 4 CENTER AROUND OCCUPATIONS IN LOCAL AND STATE GOVERNMENT, COMMUNICATIONS IN BRIDGEPORT, AND MANUFACTURING IN CONNECTICUT. SOME OF THE UNIT TOPICS FOR GRADES 5 THROUGH 8 ARE: TRANSPORTATION, MANUFACTURING, MARINE SCIENCE, HOSPITALITY AND RECREATION, MARKETING AND DISTRIBUTION, AND ENVIRONMENT. EACH UNIT INCLUDES ITS

GOALS, BEHAVIORAL OBJECTIVES, AND ACTIVITIES. MANY ALSO INCLUDE SAMPLE TESTS, MATERIALS AND RESOURCES, AND BIBLIOGRAPHIES. SHORT CAREER EXPLORATORY COURSES IN COSMETOLOGY, HORTICULTURE, AND MUSICAL INSTRUMENT REPAIR ARE ALSO OUTLINED. (NJ)

VT 102 013

CANEI, ROBERT A.

A LOOK AT METRICS IN DISTRIBUTIVE EDUCATION.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 143P.

DESCRIPTORS - \*METRIC SYSTEM;  
DISTRIBUTIVE EDUCATION; \*ADULT  
VOCATIONAL EDUCATION;  
\*INSTRUCTIONAL MATERIALS; \*TEACHING  
GUIDES

ABSTRACT - THE UNITED STATES WILL  
CONVERT TO THE METRIC SYSTEM OF  
MEASUREMENT IN THE NEAR FUTURE AND  
THE DISTRIBUTIVE EDUCATION PROGRAMS  
IN HIGH SCHOOL AND AT THE ADULT  
LEVEL WILL HAVE TO TRAIN THE NEEDED  
PERSONNEL FOR BUSINESS. THIS MANUAL  
GIVES THE BASIC CONVERSION METHODS  
AND INSTRUCTION IN TEACHING  
METRICS. METRIC PROGRAMS CONDUCTED  
FOR BUSINESS PERSONNEL WOULD BE THE  
SAME AS OTHER DISTRIBUTIVE  
EDUCATION PROGRAMS, WITH THE  
ADDITION OF PROMOTION AND PUBLICITY  
RELEASES. THE MANUAL INCLUDES  
TOPICAL OUTLINES AND SUGGESTIONS  
FOR THE INSTRUCTOR IN FIVE SESSIONS  
ON PROGRAM MANAGEMENT, METRIC  
LENGTH, METRIC AREA, METRIC VOLUME  
AND CAPACITY, AND METRIC MASS  
(WEIGHT). ALSO INCLUDED ARE  
SUPPLEMENTARY MATERIALS, FILM  
SUMMARIES, PROMOTIONAL MATERIAL,  
COURSE EVALUATION SHEETS, AND A

# LIST OF MATERIAL SOURCES. (MF)

VT 102 014

GUARINO, SAM  
COMMUNICATIONS FOR SUPERVISORS.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - MAR74 119P.

DESCRIPTORS - \*COMMUNICATION  
SKILLS; \*SEMINARS; \*LEADERS GUIDES;  
\*SUPERVISORY TRAINING; \*LEADERSHIP  
TRAINING; GROUP DISCUSSION;  
INSTRUCTIONAL MATERIALS

ABSTRACT - THE ESSENTIALS AND  
TECHNIQUES OF EFFECTIVE  
COMMUNICATION ARE PRESENTED IN THIS  
GUIDE DESIGNED AS A SOURCE BOOK FOR  
LEADERS CONDUCTING A COMMUNICATIONS  
SEMINAR. GENERAL SUGGESTIONS FOR  
LEADING A GROUP DISCUSSION AND SOME  
SPECIFIC SUGGESTIONS FOR ACTIVITIES  
WHICH INVOLVE THE SEMINAR  
PARTICIPANTS ARE PRESENTED. FACTUAL  
INFORMATION RELATING TO EFFECTIVE  
COMMUNICATION AND PROVIDING A BASIS  
FOR DISCUSSION IS ARRANGED BY  
TOPICAL HEADING. THE GUIDE IS  
DIVIDED INTO SIX UNITS ENTITLED:  
(1) PURPOSES AND PEOPLE, (2)  
RESPONSIBILITIES AND ROADBLOCKS,  
(3) PERSUASION AND PRINCIPLES, (4)  
LISTENING AND LEADERSHIP, (5) MEDIA  
AND MESSAGES, AND (6) MOTIVATION  
AND MANAGEMENT. APPENDED ARE  
SUPPLEMENTAL AIDS INCLUDING  
ACTIVITIES, HANDOUTS, AND  
TRANSPARENCY ORIGINALS. (VA)

VT 102 015

KOENINGER, JIMMY G.

SIMULATIONS AND GAMES. A GUIDEBOOK  
FOR DISTRIBUTIVE EDUCATION.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS

LAB.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.

PUB DATE - ND 82P.

DESCRIPTORS - \*RESOURCE GUIDES; \*DISTRIBUTIVE EDUCATION; \*SIMULATION; \*ABSTRACTS; \*EDUCATIONAL GAMES

ABSTRACT - THIS GUIDEBOOK FOR THE TEACHER-COORDINATOR OF DISTRIBUTIVE EDUCATION PRESENTS ABSTRACTS OF 57 GAMES AND SIMULATIONS. EACH ABSTRACT PROVIDES A BRIEF OVERVIEW OF THE GAME OR SIMULATION. THE ABSTRACTS ARE SEQUENCED IN ALPHABETICAL ORDER. A TOPICAL INDEX IS ALSO PROVIDED FOR THE INSTRUCTOR WHO WISHES TO LOCATE ABSTRACTS OF GAMES OR SIMULATIONS APPROPRIATE TO A PARTICULAR SUBJECT SUCH AS ECONOMICS, HUMAN RELATIONS, BANKING, OR COLLECTIVE BARGAINING. DIRECTORIES OF PUBLISHERS, NEWSLETTERS, PROFESSIONAL ORGANIZATIONS, AND CENTERS FOR SIMULATION DEVELOPMENT ARE ALSO INCLUDED. A BRIEF BIBLIOGRAPHY IS APPENDED. (NJ)

VT 102 016

CANEI, ROBERT A. EFFECTIVE RETAIL SALES TECHNIQUES.

OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.

PUB DATE - ND 249P.

DESCRIPTORS - \*RETAILING; \*SALES OCCUPATIONS; MANUALS; EDUCATIONAL PROGRAMS; \*ADULT VOCATIONAL EDUCATION; \*SALESMANSHIP

ABSTRACT - THIS MANUAL IS A 12-HOUR PROGRAM FOR ADULTS WHO ARE WORKING OR PREPARING TO WORK AS RETAIL SALESPERSONS. IT CAN ALSO BE USED AS A SUMMARIZATION MANUAL FOR HIGH SCHOOL STUDENTS. THE MANUAL CONSISTS OF FIVE SESSIONS WHICH TAKE THE INDIVIDUAL FROM THE HUMAN ASPECT OF SALES TO THE RELATED SALES TECHNIQUE. THE SESSIONS ARE ENTITLED: EMPLOYEE AND CUSTOMER RELATIONS, APPROACHES AND PRESENTATIONS, OBJECTIONS AND CLOSING THE SALE, SUGGESTION SELLING, AND SALES DEMONSTRATIONS. EACH SESSION PROVIDES AN INSTRUCTIONAL OUTLINE, RELATED METHODS, AND APPROPRIATE HANDOUTS AND TRANSPARENCY ORIGINALS. THE APPENDIX LISTS KEYS OF SESSION EVALUATION, PROMOTIONAL DEVICES, SUGGESTED FILMS, CASE STUDIES, AND SUPPLEMENTARY HANDOUTS AND TRANSPARENCY MASTERS. (NJ)

VT 102 017

KOENINGER, JIMMY G., AND OTHERS AN ENVIRONMENTAL SIMULATION: LOCAL AND STATE LEADERSHIP DEVELOPMENT.

OHIO STATE UNIV., COLUMBUS. DISTRIBUTIVE EDUCATION MATERIALS LAB.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.

PUB DATE - ND 75P.

DESCRIPTORS - \*DISTRIBUTIVE EDUCATION; \*SIMULATION; \*LEADERSHIP TRAINING; INSTRUCTIONAL MATERIALS; YOUTH LEADERS; STUDENT ORGANIZATIONS IDENTIFIERS - \*DISTRIBUTIVE EDUCATION CLUBS OF AMERICA; DECA

ABSTRACT - THE PURPOSE OF THIS LEADERSHIP DEVELOPMENT TRAINING PACKAGE IS TO PROVIDE AN ENVIRONMENTAL SIMULATION FOR PREPARING LOCAL AND STATE OFFICERS

IN THE DISTRIBUTIVE EDUCATION CLUBS OF AMERICA (DECA). THE PACKAGE PRESENTS THE PARTICIPANT WITH A LEARNING ENVIRONMENT RELEVANT TO THE FUTURE ROLE OF DECA OFFICER BY ALLOWING HIM OR HER TO EXPERIENCE A VARIETY OF TASKS PERFORMED BY THE DECA OFFICERS. THE PARTICIPANT IS EXPOSED TO SCRIPTS AND COMMUNICATIONS TYPICALLY EXPERIENCES BY LOCAL AND STATE DECA LEADERS. THE APPENDIX INCLUDES THE EVALUATION OF THE LEADERSHIP DEVELOPMENT WORKSHOPS CONDUCTED AT THE 27TH ANNUAL CAREER DEVELOPMENT CONFERENCE IN ATLANTIC CITY, NEW JERSEY IN MAY 1973, DURING WHICH THESE LEADERSHIP TRAINING MATERIALS WERE PILOT-TESTED. (NJ)

VT 102 018

BENNER, SANDY  
DEPARTMENT STORE PROBLEMS. AN IN-BASKET SIMULATION.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. DISTRIBUTIVE EDUCATION MATERIALS LAB, OHIO STATE UNIVERSITY, 1885 NEIL AVE., 115 TOWNSEND HALL, COLUMBUS, OHIO 43210

RUB DATE - NO. 95P.

DESCRIPTORS - \*DISTRIBUTIVE EDUCATION; \*RETAILING; \*SIMULATION; \*PROBLEM SOLVING; \*DECISION MAKING; MANAGEMENT GAMES

ABSTRACT - THIS IN-BASKET SIMULATION PACKAGE WAS DESIGNED TO HELP STUDENTS LEARN ABOUT WORKING IN A DEPARTMENT STORE. VARIOUS ACTIVITIES COMMONLY OCCURRING IN RETAILING ARE SIMULATED THROUGH THE USE OF WRITTEN MEMOS AND TELEPHONE MESSAGES. THE LEARNING ACTIVITIES WERE WRITTEN FOR USE IN EITHER A TRADITIONAL CLASSROOM OR A MODEL STORE. THE GOAL OF THE PACKAGE IS TO ACQUAINT THE STUDENT WITH SITUATIONS SURROUNDING VARIOUS TASKS THAT MUST BE PERFORMED IN A STORE. THE SCOPE OF TOPICS

PRESENTED WAS REDUCED TO FUNCTIONS RATHER THAN POSITIONS IN AN EFFORT TO BETTER ENABLE THE STUDENTS TO IDENTIFY WITH THE ACTUAL UNITS OF WORK TO BE PERFORMED. (AUTHOR/VA)

VT 102 019

KOENINGER, JIMMY G.  
YOU BE THE JUDGE: DISPLAY.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSEND HALL, COLUMBUS, OHIO 43210.

RUB DATE - NO 36P.

DESCRIPTORS - \*DISTRIBUTIVE EDUCATION; \*MERCHANDISING; INSTRUCTIONAL AIDS; MARKETING; EXHIBITS.

ABSTRACT - THIS INSTRUCTIONAL PACKAGE WAS DEVELOPED TO PROVIDE THE DISTRIBUTIVE EDUCATION TEACHER-COORDINATOR WITH VISUAL MATERIALS THAT CAN BE USED TO SUPPLEMENT EXISTING TEXTBOOK OFFERINGS IN THE AREA OF DISPLAY (VISUAL MERCHANDISING). DESIGNED FOR USE WITH 35MM SLIDES OF RETAIL STORE DISPLAYS, THIS PACKAGE ALLOWS THE STUDENT TO VIEW THE SLIDES OF DISPLAYS AND IDENTIFY THE PRINCIPLES OF DISPLAY EMPLOYED. THE STUDENT THEN RATES THE DISPLAYS IN COMPARISON WITH THOSE OF DISPLAY EXPERTS. THE PACKAGE COULD ALSO BE USED FOR INDIVIDUAL STUDY AS WELL AS FOR REVIEW PURPOSES BY STUDENTS WISHING TO PARTICIPATE IN LOCAL, STATE OR NATIONAL COMPETITION. INCLUDED IN THE PACKAGE ARE PERFORMANCE OBJECTIVES, DISPLAY CHECKLISTS AND RATING SHEETS, AND RATING SHEET PROFILES. A LIST OF RECOMMENDED READINGS ALSO APPEARS. (NJ)

VT 102 020

KOENINGER, JIMMY G.  
YOU BE THE JUDGE: NEWSPAPER ADVERTISING LAYOUT.



## DEFINITIONS.

ABSTRACT - A LISTING OF WORDS AND DEFINITIONS COMPILED FROM MORE THAN TEN COLLEGE AND HIGH SCHOOL TEXTBOOKS ARE PRESENTED IN THIS DICTIONARY OF MARKETING TERMS. OVER 1200 ENTRIES OF TERMS USED IN RETAILING, WHOLESALING, ECONOMICS, AND INVESTMENTS ARE INCLUDED. THIS DICTIONARY WAS DESIGNED TO AID BOTH INSTRUCTORS AND STUDENTS TO BETTER UNDERSTAND THE TERMINOLOGY THAT APPEARS IN TEXTS WHICH ARE USED IN DISTRIBUTIVE EDUCATION COURSES. (VA)

VT 102 022

BROCKWAY, JERRY

STORE SECURITY. CREDIT CARD FRAUD.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 56P.

DESCRIPTORS - SECURITY; RETAILING;  
\*DISTRIBUTIVE EDUCATION; \*TEACHING  
GUIDES; \*ADULT EDUCATION; CREDIT  
(FINANCE); \*STEALING; \*PREVENTION

ABSTRACT - THIS MANUAL, INTENDED FOR USE BY ADULTS AND NOT IN THE HIGH SCHOOL CLASSROOM SITUATION, PRESENTS MATERIAL DIRECTED TOWARD ASSISTING IN THE REDUCTION OF CREDIT CARD CRIME. THIS TEACHING GUIDE IS ORGANIZED IN THREE SECTIONS WHICH DEAL WITH THE NATURE OF AND MAJOR REASONS FOR CREDIT CARD FRAUD, THE TYPES OF HOT CARD RUNNERS, AND METHODS OF REDUCING CREDIT CARD LOSSES. THE FORMAT OF THE MATERIALS IS A TWO-COLUMN ARRANGEMENT, HEADED INSTRUCTIONAL OUTLINE AND METHODS. APPROPRIATE HANDOUTS ACCOMPANY EACH LESSON AND A LIST OF REFERENCES IS APPENDED. (LJ)

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 47P.

DESCRIPTORS - NEWSPAPERS;  
\*MARKETING; \*LAYOUT (PUBLICATIONS);  
\*LEARNING ACTIVITIES; PUBLICIZE;  
JOURNALISM; SLIDES

ABSTRACT - THIS LEARNING PACKAGE IS  
DESIGNED TO PROVIDE THE MARKETING  
EDUCATOR WITH A CULMINATING  
ACTIVITY FOR AN INSTRUCTIONAL UNIT  
FOCUSING ON ADVERTISING LAYOUT  
PRINCIPLES AND PROCEDURES. IT IS TO  
BE USED IN CONJUNCTION WITH 35MM  
SLIDES OF NEWSPAPER ADVERTISEMENTS,  
WHICH THE STUDENT VIEWS AND RATES  
IN COMPARISON WITH THE RATINGS OF A  
PANEL OF EXPERTS. A MOTIVATIONAL  
DEVICE IS EMPLOYED IN AWARDING THE  
STUDENTS "PROFILE POINTS" BASED  
UPON THEIR RATINGS. EACH OF THE TEN  
CASE STUDIES INCLUDES BACKGROUND  
INFORMATION, ADVERTISING COPY, AND  
COPY RATING PROFILE. A CHECKLIST OF  
ADVERTISING LAYOUT PRINCIPLES AND  
LAYOUT RATING SHEET ARE ALSO  
INCLUDED. (AUTHOR/NJ)

VT 102 021

EVERHARDT, RICHARD M.  
DICTIONARY OF MARKETING TERMS.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

DISTRIBUTIVE EDUCATION MATERIALS  
LABORATORY, OHIO STATE UNIVERSITY,  
1885 NEIL AVE., 115 TOWNSHEND HALL,  
COLUMBUS, OHIO 43210.

PUB DATE - ND 103P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*MARKETING;  
\*DICTIONARIES; RETAILING;  
WHOLESALING; ECONOMICS; INVESTMENT;



VT 102 023

HAWLEY, DEAN A.

STORE SECURITY: CHECK CASHING  
PROCEDURES AND CASH HANDLING  
CONTROL.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 76P.

DESCRIPTORS - SECURITY; \*RETAILING;  
\*DISTRIBUTIVE EDUCATION; \*TEACHING  
GUIDES; COURSE CONTENT; CREDIT  
(FINANCE); \*STEALING; \*PREVENTION

ABSTRACT - THIS TRAINING COURSE IS  
DESIGNED TO DEVELOP THE AWARENESS  
NEEDED IN ACCEPTING CHECKS, AS WELL  
AS WHAT TO DO IN A SITUATION WHERE  
THE PERSON IS PURPOSELY PASSING  
FRAUDULENT CHECKS. THE FORMAT OF  
THE DOCUMENT IS A TWO-COLUMN  
ARRANGEMENT WITH AN OUTLINE OF THE  
MATERIAL TO BE TAUGHT JUXTAPOSED  
NEXT TO SUGGESTIONS FOR TEACHING  
THE MATERIAL. FOUR SESSIONS MAKE UP  
THE COURSE. THEY DEAL WITH HOW TO  
IDENTIFY BAD CHECKS AND WHAT TO DO  
TO TRY TO RECOVER FROM THE LOSS OF  
ACCEPTING A BAD CHECK. SUGGESTED  
PROMOTIONAL MATERIALS AND HANDOUTS  
ARE ALSO INCLUDED. (LJ)

VT 102 024

EVERHARDT, RICHARD M.

STORE SECURITY: INTERNAL SHRINKAGE  
CONTROL.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 124P.

DESCRIPTORS - \*SECURITY;  
\*RETRAINING; \*DISTRIBUTIVE  
EDUCATION; \*TEACHING GUIDES; COURSE  
CONTENT; TRANSPARENCIES; EMPLOYEE  
RESPONSIBILITY  
IDENTIFIERS - OHIO; STATE  
LEGISLATION; SHOPLIFTING

ABSTRACT - THIS DOCUMENT PRESENTS A  
10-WEEK TRAINING PROGRAM DESIGNED  
TO PROVIDE HELPFUL AND PROVEN  
METHODS FOR CONTROLLING INTERNAL  
SHRINKAGE IN RETAIL STORES.  
SHRINKAGE INCLUDES THE THREE  
PROBLEMS OF SHOPLIFTING, EMPLOYEE  
THEFT AND ERRORS, EACH OF WHICH IS  
ADDRESSED BY THE COURSE. OHIO'S  
LAWS ARE ALSO DISCUSSED. THE FORMAT  
FOR THE COURSE CONTENT SECTION IS A  
2-COLUMN ARRANGEMENT WITH SUBJECT  
AND METHOD AS HEADINGS. ALSO  
PROVIDED ARE TRANSPARENCY MASTERS,  
HANDOUTS, AND ACTIVITIES RELATING  
TO THE VARIOUS UNITS. (LJ)

VT 102 025

MINSEL, ROBERT; GARMAN, JERRY  
STORE SECURITY: REDUCING  
SHOPLIFTING.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - DEC72 66P.

DESCRIPTORS - \*SECURITY;  
\*DISTRIBUTIVE EDUCATION; \*TEACHING  
GUIDES; \*RETAILING; COURSE CONTENT;  
\*STEALING  
IDENTIFIERS - OHIO; STATE  
LEGISLATION; SHOPLIFTING

ABSTRACT - THE MAJOR PURPOSE OF THE  
COURSE OUTLINE PRESENTED IN THIS  
DOCUMENT IS THE REDUCTION OF  
STEALING IN RETAIL STORES. THE  
TEACHING OUTLINE IS FORMATTED BY  
JUXTAPOSING THE CONTENT OUTLINE OF  
EACH SUBSTANTIVE AREA NEXT TO  
RELEVANT ACTIVITIES AND METHODS.

SOME OF THE TOPICS COVERED ARE PSYCHOLOGY OF SHOPLIFTING, TOOLS USED BY SHOPLIFTERS, OHIO'S STATE LAW ON SHOPLIFTING, AND WHAT TO DO TO REDUCE SHOPLIFTING OR IF A SHOPLIFTER IS SPOTTED. ALSO INCLUDED ARE TWO CASE STUDIES, HANDOUTS FOR THE VARIOUS UNITS, TESTS, AND A PROGRAM FORMAT FOR A SHOPLIFTING SEMINAR. (LJ)

VT 102 026

CANEI, ROBERT A.  
TEACHER TACTICS.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 137P.

DESCRIPTORS - \*TEACHING METHODS;  
\*INSTRUCTIONAL MATERIALS; \*TEACHING SKILLS; \*TEACHING TECHNIQUES;  
\*EFFECTIVE TEACHING; CLASSROOM TECHNIQUES; INSTRUCTIONAL AIDS;  
LESSON PLANS

ABSTRACT - THE OBJECTIVE OF THIS HANDBOOK IS TO ACQUAINT THE INEXPERIENCED INSTRUCTOR WITH THE ESSENTIAL FACTORS IN THE TEACHING SITUATION: (1) CHARACTERISTICS OF THE STUDENT, (2) OBJECTIVES OF THE COURSE OF INSTRUCTION, (3) HOW TO PLAN AND PRESENT THE LESSON, (4) INSTRUCTIONAL METHODS, (5) VARIOUS AIDS TO INSTRUCTION, AND (6) RESOURCES FOR MATERIALS. THE SUGGESTIONS CONTAINED IN THE HANDBOOK ARE ALSO USEFUL TO THE EXPERIENCED INSTRUCTOR AGAINST WHICH HIS PAST PRACTICES CAN BE EVALUATED AND HOPEFULLY IMPROVED. THE LAST SECTION PRESENTS TIPS ON TEACHING ADULTS. (AUTHOR/VA)

VT 102 027

HUMAN RELATIONS REVISED. A TRAINING COURSE FOR PEOPLE WHO MANAGE

PEOPLE.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 191P.

DESCRIPTORS - \*HUMAN RELATIONS;  
\*MANAGEMENT DEVELOPMENT;  
\*SUPERVISORY TRAINING;  
\*INSTRUCTIONAL MATERIALS;  
ORGANIZATIONAL DEVELOPMENT;  
PERSONALITY; ORGANIZATIONAL COMMUNICATION; PROBLEM SOLVING; JOB SATISFACTION

ABSTRACT - A HUMAN RELATIONS TRAINING MANUAL FOR SUPERVISORS WHICH CONSISTS OF EIGHT 2-HOUR SESSIONS. THE FIRST SESSION IS DEVOTED TO LAYING A FRAMEWORK FOR DEVELOPING A HUMAN RELATIONS ATTITUDE. THE SECOND, THIRD, AND FOURTH SESSIONS ARE DEVOTED TO THE "FOUR KEYS OF GOOD HUMAN RELATIONS." SESSION FIVE COVERS COMMUNICATION. GRIEVANCES AND DISCIPLINE ARE COVERED IN SESSION SIX, AND THE SEVENTH AND EIGHTH SESSIONS COVER THE "FOUR STEP METHOD TO PROBLEM SOLVING." MATERIALS FOR HANDOUTS AND TRANSPARENCIES ARE PROVIDED AT THE END OF EACH SESSION. (AUTHOR/VA)

VT 102 028

HAWLEY, DEAN A.  
A TRAINING COURSE FOR WAITERS AND WAITRESSES.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 137P.

DESCRIPTORS - \*FOOD SERVICE  
OCCUPATIONS; \*FOOD SERVICE WORKERS;  
\*INSTRUCTIONAL MATERIALS; \*JOB  
TRAINING

ABSTRACT - THE TREMENDOUS GROWTH OF THE FOOD SERVICE INDUSTRY HAS CREATED A NEED FOR WELL-TRAINED EMPLOYEES IN THE RESTAURANT BUSINESS. THIS MANUAL PROVIDES MATERIAL FOR WAITER AND WAITRESS TRAINING IN DEVELOPING THE OVERALL REQUIRED SKILLS. THE COURSE IS PRESENTED IN FOUR MAJOR SECTIONS: (1) RELATIONS-HUMAN AND CUSTOMER, (2) SANITATION AND FOOD HANDLING, (3) PREPARATION AND SERVICE, AND (4) SEQUENCE OF SERVICE AND PRESENTING THE CHECK. EACH SECTION CONSISTS OF A 3-HOUR SESSION WHICH CAN BE EXPANDED OR SHORTENED AS REQUIRED. OVERHEAD MASTERS, HANDOUTS, AND SKETCHES OF NEEDED MATERIALS ARE INCLUDED AT THE END OF EACH SECTION. (VA)

VT 102 029  
EVERHARDT, RICHARD M.  
SHOPLIFTING PREVENTION.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSEND HALL, COLUMBUS, OHIO  
43210.  
PUB DATE - ND 29P.

DESCRIPTORS - \*PROGRAMED  
INSTRUCTION; \*RETAILING; \*CRIME;  
INDIVIDUAL TESTS  
IDENTIFIERS - SHOPLIFTING

ABSTRACT - THE RETAILERS' CONCERN ABOUT SHOPLIFTING AND SHOPLIFTING LOSSES PROVIDED IMPETUS FOR THE DEVELOPMENT OF THIS PROGRAMED TEXT. THE SELF-INSTRUCTIONAL BOOKLET IS DESIGNED FOR ALL RETAIL EMPLOYEES AS AN AID TO PREVENTING FINANCIAL LOSSES TO THE STORE CAUSED BY

SHOPLIFTING. THE COMMON CHARACTERISTICS OF SHOPLIFTERS, METHODS USED BY SHOPLIFTERS, AND A METHOD OF APPREHENDING SHOPLIFTERS ARE EXAMPLES OF TOPICS INCLUDED IN THE TEXT. (VA)

VT 102 030  
KOENINGER, JIMMY G.  
THE MERCHANDISING GAME.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSEND HALL, COLUMBUS, OHIO  
43210.  
PUB DATE - ND 30P.

DESCRIPTORS - \*MERCHANDISING;  
\*MANAGEMENT GAMES; \*DECISION  
MAKING; \*INSTRUCTIONAL MATERIALS;  
\*SIMULATION; TEACHING GUIDES;  
WORKSHEETS; ECONOMICS

ABSTRACT - THIS DECISION-MAKING GAME IS BUILT ON A MODEL WHICH ADHERES TO THE ECONOMIC PRINCIPLES OF SUPPLY AND DEMAND. GAME PARTICIPANTS ARE FACED WITH THE TASK OF GENERATING PROFIT IN A SIMULATED COMPETITIVE SITUATION. THE GAME PROVIDES THE OPPORTUNITY FOR PARTICIPANTS TO GAIN A GREATER UNDERSTANDING OF: (1) THE RELATIONSHIP BETWEEN INCOME AND COSTS AND RESULTING PROFIT, (2) THE COMPLEXITY OF THE BUYING PROCESS, AND (3) THE INCOME STATEMENT. AN INSTRUCTOR'S GUIDE, WORKSHEETS FOR GAME PLAYERS AND TEACHER INFORMATION FORMS ARE INCLUDED IN THE MANUAL. (VA)

VT 102 031  
KUEBBELER, GARY L.  
GOING INTO BUSINESS FOR YOURSELF.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.  
OFFICE OF EDUCATION (DHEW),

WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.

PUB DATE - ND 273P.

DESCRIPTORS - \*BUSINESS  
ADMINISTRATION; \*EXPERIMENTAL  
CURRICULUM; \*INSTRUCTIONAL  
MATERIALS; \*GRADE 11; \*GRADE 12;  
DISTRIBUTIVE EDUCATION; LESSON  
PLANS; STUDENT PROJECTS  
IDENTIFIERS - \*ENTREPRENEURS

ABSTRACT - THE PURPOSE OF THIS  
EXPERIMENTAL CURRICULUM IS TO GIVE  
GRADE 11 AND GRADE 12 STUDENTS AN  
UNDERSTANDING OF THE PROBLEMS AND  
DECISIONS THAT FACE EVERY  
BUSINESSMAN IN STARTING AND  
MANAGING A BUSINESS. INCLUDED IN  
THIS MANUAL ARE 15 LESSON PLANS AND  
A MAJOR STUDENT PROJECT. THE  
PROJECT ATTEMPTS TO SERVE AS A  
CULMINATING ACTIVITY FOR MANY OF  
THE TOPICS DISCUSSED THROUGHOUT THE  
SCHOOL YEAR IN DISTRIBUTIVE  
EDUCATION CLASSES. THE PROJECT IS  
FLEXIBLE AND PERMITS THE TEACHER-  
COORDINATOR TO ADJUST BOTH THE  
TIMETABLE AND TYPE OF ASSIGNMENTS  
TO HIS PARTICULAR PURPOSES. THE  
LESSON PLANS WERE WRITTEN SO THAT  
THE MATERIAL COULD BE PRESENTED IN  
20 MINUTES OR LESS. (AUTHOR/VA)

VT 102 032

CANEI, ROBERT A.  
TRAINING IN YOUR COMMUNITY FOR  
TOURISM.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.  
PUB DATE - ND 189P.

DESCRIPTORS - \*TOURISM; \*ADULT  
VOCATIONAL EDUCATION; DISTRIBUTIVE  
EDUCATION; SERVICE OCCUPATIONS;  
HUMAN RELATIONS; \*INSTRUCTIONAL  
MATERIALS; \*TEACHING GUIDES

ABSTRACT - BECAUSE MANY DIFFERENT  
TYPES OF SERVICE OCCUPATIONS AND  
INDUSTRIES MAY BE INVOLVED WITH  
TOURISTS, THIS MANUAL HAS BEEN  
DEVELOPED SO THAT THE INSTRUCTOR  
MAY ADD OR DELETE FROM ITS CONTENT.  
THE MANUAL CONTAINS TOPICAL  
OUTLINES AND SUGGESTIONS FOR  
INSTRUCTORS IN FOUR SESSIONS. OTHER  
SECTIONS FOR PROGRAM DEVELOPMENT  
CONTAINED IN THE MANUAL ARE AGENDA  
AND CLASS EVALUATION, FILMS,  
SLIDES, PROMOTIONAL MATERIAL, AND  
SUPPLEMENTARY INFORMATION. (MF)

VT 102 033

KNOX, PHIL  
THE SCHOOL STORE. A RETAIL  
LABORATORY, FOR D.E.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS  
LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION  
MATERIALS LABORATORY, THE OHIO  
STATE UNIVERSITY, 1885 NEIL AVENUE,  
115 TOWNSHEND HALL, COLUMBUS, OHIO  
43210.  
PUB DATE - ND 119P.

DESCRIPTORS - \*RETAILING;  
\*DISTRIBUTIVE EDUCATION; \*PROJECT  
TRAINING METHODS; HIGH SCHOOL  
STUDENTS; LEARNING EXPERIENCE;  
\*SALESMANSHIP; \*MERCHANDISING;  
RECORDKEEPING; RECORDS (FORMS)  
IDENTIFIERS - \*SCHOOL STORES

ABSTRACT - HIGH SCHOOL DISTRIBUTIVE  
EDUCATION RETAIL LABORATORIES  
(SCHOOL STORES) PROVIDE PRACTICAL  
EXPERIENCES IN AN ACTUAL STORE  
ENVIRONMENT. THIS MANUAL PRESENTS  
INFORMATION TO ASSIST COORDINATORS  
IN CREATING A DISTRIBUTIVE  
EDUCATION RETAIL LABORATORY OR FOR  
IMPROVING AN EXISTING OPERATION.



SECTIONS INCLUDE PREPARING PROPOSALS TO START A SCHOOL STORE, VENDOR'S LICENSE AND SALES TAX, STORE POLICIES, WHOLESALERS, STORE LAYOUT, EQUIPMENT PURCHASE POLICIES, PROMOTIONAL IDEAS, AND SAMPLE FORMS USED IN FINANCIAL, APPRAISAL, BUDGETARY, AND INVENTORY CONTROL. THE MANUAL WAS DEVELOPED IN COOPERATION WITH DISTRIBUTIVE EDUCATION COORDINATORS AT THE SCHOOL STORE WORKSHOP, TOLEDO, OHIO IN MARCH 1974. (MF)

VT 102 034  
KOENINGER, JIMMY G.  
HUMAN RELATIONS GAMES. BOOK ONE.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 61P.

DESCRIPTORS - \*MANAGEMENT GAMES; \*HUMAN RELATIONS; \*INSTRUCTIONAL MATERIALS; PROBLEM SOLVING; COMMUNICATION SKILLS; GROUP ACTIVITIES; GROUP DYNAMICS; DECISION MAKING. SKILLS

ABSTRACT - THE NEED FOR CLASSROOM MATERIALS WHICH ENCOURAGE TOTAL STUDENT INVOLVEMENT SERVED AS THE BASIS FOR THIS MANUAL. FOUR GAMES RELATED TO THE DEVELOPMENT OF HUMAN RELATIONS SKILLS ARE PRESENTED. IN THE FIRST GAME, PARTICIPANTS COMPETE AS MEMBERS OF A TEAM IN PERFORMING A TASK UNDER THREE TYPES OF COMMUNICATION SITUATIONS: (1) ONE-WAY COMMUNICATION, (2) TWO-WAY COMMUNICATION, AND (3) TWO-WAY COMMUNICATION PLUS VISUAL AIDS. THE SECOND GAME EMPHASIZES SKILLS IN GOAL-SETTING BOTH FOR INDIVIDUALS AND GROUPS. THE THIRD GAMING ACTIVITY DEMONSTRATES THE NEED FOR COOPERATION AMONG MEMBERS OF A GROUP TO ACCOMPLISH A GROUP TASK. THE FOURTH GAME PROVIDES THE PARTICIPANTS WITH AN OPPORTUNITY TO

IDENTIFY THE PRINCIPLES OF GROUP CONSENSUS MAKING. PERFORMANCE OBJECTIVES, REQUIRED MATERIALS, AND PROCEDURES FOR CONDUCTING THE ACTIVITY ARE SPECIFIED IN DETAIL FOR EACH GAME. (VA)

VT 102 035  
HEPHNER, TOM  
INDUSTRIAL SALES DECISION-MAKING.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 74P.

DESCRIPTORS - \*DECISION MAKING SKILLS; \*SALESMANSHIP; INDUSTRIAL PERSONNEL; DISTRIBUTIVE EDUCATION; HIGH SCHOOL STUDENTS

ABSTRACT - IN HIGH SCHOOL DISTRIBUTIVE EDUCATION CLASSES THE SELLING FUNCTION IS USUALLY INTERPRETED AS IT RELATES TO RETAIL SALES. THE INDUSTRIAL SALES REPRESENTATIVE, HOWEVER, MUST ACT ON HIS OWN IN THE FIELD, MAKING DECISIONS WITHOUT CONSULTATION WITH HIS SUPERIORS. AS THE TOTAL DISTRIBUTIVE EDUCATION PROGRAM GROWS IN SOPHISTICATION, THERE IS A NEED TO PROVIDE CURRICULUM MATERIALS FOR THE YOUNG PERSON WHO MAY BE INTERESTED IN INDUSTRIAL SELLING. THIS DOCUMENT PRESENTS DECISION-MAKING EXERCISES DEVELOPED FOR THE ADVANCED DISTRIBUTIVE EDUCATION STUDENT WHO HAS ALREADY COMPLETED COURSES IN BASIC SELLING AND OTHER MARKETING FUNCTIONS. THE MATERIAL IS BROKEN DOWN INTO SEPARATE EXERCISES OR MODULES. COMPLETION TIME FOR EACH WILL RANGE FROM ONE CLASS PERIOD TO A WEEK. EACH EXERCISE INCLUDES A DECISION SITUATION, OBJECTIVES AND ACTIVITIES, PRE- AND POST-TESTS, AND TEACHER DATA. THE TEACHER-



COORDINATOR MAY EVALUATE THE STUDENT OR DISCUSS THE EXERCISE AFTER THE STUDENT'S SELF-EVALUATION. (MF)

VT 102 036

CANEI, ROBERT A.  
THE ART OF DELEGATING.

OHIO STATE UNIV., COLUMBUS.  
DISTRIBUTIVE EDUCATION MATERIALS LAB.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OHIO DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, 115 TOWNSHEND HALL, COLUMBUS, OHIO 43210.  
PUB DATE - ND 136P.

DESCRIPTORS - \*MANAGEMENT DEVELOPMENT; \*PROFESSIONAL CONTINUING EDUCATION; \*ADULT EDUCATION; \*INSTRUCTIONAL MATERIALS; \*ADMINISTRATOR GUIDES; DISTRIBUTIVE EDUCATION; SECONDARY EDUCATION

ABSTRACT - THE PROBLEMS THAT DEVELOP FROM DELEGATION, AS WELL AS THOSE WHICH DEVELOP BECAUSE OF THE LACK OF IT, HAVE RECEIVED INCREASING ATTENTION IN RECENT YEARS. THIS MANUAL PRESENTS A PROGRAM BASED ON THE ART OF DELEGATING AUTHORITY AND RESPONSIBILITY FROM A MANAGEMENT PERSPECTIVE. THE COURSE IS DESIGNED TO HELP MANAGERS REALIZE THE VALUE OF DELEGATION BY UNDERSTANDING WHAT AND HOW TO DELEGATE AND BY IDENTIFYING WAYS TO OVERCOME THE FORCES WORKING AGAINST DELEGATION. THE PROGRAM CAN BE CONDUCTED IN 7 TO 20 HOURS, DEPENDING ON THE BACKGROUND OF THE INDIVIDUALS IN THE PROGRAM. THE COURSE WAS DEVELOPED FOR THE ADULT TRAINING LEVEL, BUT IT CAN ALSO BE USED FOR HIGH SCHOOL DISTRIBUTIVE EDUCATION STUDENTS AND IN POSTSECONDARY MANAGEMENT TRAINING. THE MANUAL INCLUDES TRANSPARENCIES AND A LISTING OF FILMS WHICH ARE ANNOTATED. (VA)

VT 102 037

RIGGS, WALTER A.  
INSTRUCTOR'S GUIDE FOR PROFESSIONAL SUPERMARKET CHECKERS.

WASHINGTON STATE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION, OLYMPIA.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 228P.

DESCRIPTORS - \*TEACHING GUIDES; \*FOOD STORES; \*FOOD SERVICE OCCUPATIONS; \*INSTRUCTIONAL MATERIALS; \*TESTS

ABSTRACT - THIS INSTRUCTOR'S GUIDE CONTAINS BASIC STANDARDS OF TRAINING FOR ALL STUDENTS ENROLLED IN CHECKER TRAINING PROGRAMS IN WASHINGTON STATE. INCLUDED ARE THE RESULTS OF ONE YEAR'S FIELD TESTING OF THE MOBILE CHECKER TRAINING PROGRAM. THIS GUIDE CONTAINS HANDOUTS TO BE USED IN CONJUNCTION WITH 30 3-HOUR UNITS OF STUDY AND IS NOT INTENDED AS A TEXT OR COURSE OUTLINE. IT IS TO BE USED IN COMBINATION WITH THE TEXTS "A STUDY GUIDE TO EFFICIENT MARKET CHECKING," "YOUR ATTITUDE IS SHOWING," AND THE 13 PROGRAMMED INSTRUCTION UNITS OF THE QUAKER OATS SUPERMARKET KIT. APPENDIX B CONTAINS TESTS FOR THE UNITS OF THIS GUIDE. (LJ)

VT 102 038

SHASHACK, WILLARD F., ED.  
OCCUPATIONAL SAFETY AND HEALTH ACT HANDBOOK FOR VOCATIONAL AND TECHNICAL EDUCATION TEACHERS.

ILLINOIS UNIV., URBANA. DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
RURBAN EDUCATION DEVELOPMENT LABORATORY, DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION, UNIVERSITY OF ILLINOIS AT URBANA, 357 EDUCATION BUILDING, URBANA, ILLINOIS.  
PUB DATE - JUL74 75P.

DESCRIPTORS - ACCIDENT PREVENTION;

\*TRADE AND INDUSTRIAL TEACHERS;  
 \*SAFETY; \*CHECK LISTS; FEDERAL  
 LEGISLATION; STANDARDS; HIGH SCHOOL  
 STUDENTS; \*SCHOOL SHOPS; \*SAFETY  
 EQUIPMENT  
 IDENTIFIERS - \*OCCUPATIONAL SAFETY  
 AND HEALTH ACT OF 1970

ABSTRACT - THE PURPOSE OF THIS  
 HANDBOOK IS TO ASSIST THE SCHOOL  
 SHOP TEACHER IN PARTICIPATING IN A  
 MANNER OF VOLUNTARY COMPLIANCE WITH  
 THE STANDARDS AND REGULATIONS OF  
 THE OCCUPATIONAL SAFETY AND HEALTH  
 ACT OF 1970. THE FIRST MAJOR  
 SECTION DEALS WITH GENERAL SHOP  
 SAFETY, AND HOW THE SHOP TEACHER  
 CAN USE THE CHECKLIST TO CONTROL  
 POSSIBLE SAFETY VIOLATIONS IN HIS  
 SHOP. THE FOLLOWING CHAPTERS ARE OF  
 A SPECIFIC NATURE, WITH CHECKLISTS  
 TO MEET REQUIREMENTS FOR THE COMMON  
 AREAS OF VOCATIONAL EDUCATION:  
 MACHINE TOOL, WELDING, WOODWORKING,  
 ELECTRICITY, AUTOMOTIVE, AND  
 DRAFTING. AT THE CONCLUSION OF THIS  
 GUIDE, THERE IS A SECTION DEALING  
 WITH GENERAL RECORDKEEPING AND  
 ACCIDENT REPORTING, A TIME TABLE  
 FOR IMPLEMENTATION OF SAFETY  
 STANDARDS, AND A SUGGESTED  
 INSTRUCTIONAL REFERENCE LIST.  
 (AUTHOR/NJ)

VT 102 039

HALE, ALLEN; HAMILTON, JOHN W.  
 POLICE TRAFFIC SERVICES BASIC  
 TRAINING PROGRAM. COURSE GUIDE.  
 VOLUME 1 OF 3.

DUNLAP AND ASSOCIATES, INC.,  
 DARIEN, CONN.  
 NATIONAL HIGHWAY TRAFFIC SAFETY  
 ADMINISTRATION (DOT), WASHINGTON,  
 D.C.  
 MF AND HC AVAILABILITY WILL BE  
 ANNOUNCED IN VOL. 9, NO. 2.  
 SUPERINTENDENT OF DOCUMENTS, U.S.  
 GOVERNMENT PRINTING OFFICE,  
 WASHINGTON, D.C. 20402 (5003-00092)  
 PUB DATE - OCT72 47P.; SEE  
 RELATED DOCUMENT VT 102 040 IN THIS  
 ISSUE; SEE ALSO VT 019 297,  
 PREVIOUSLY ANNOUNCED IN AIM, VOL.  
 6, NO. 4, PAGE 375.

DESCRIPTORS - \*TRAFFIC SAFETY; \*JOB  
 TRAINING; \*COURSE ORGANIZATION;

\*POLICE; VEHICULAR TRAFFIC; PARKING  
 CONTROLS; PEDESTRIAN TRAFFIC;  
 \*TRAFFIC CONTROL; LAW ENFORCEMENT  
 IDENTIFIERS - \*POLICE EDUCATION

ABSTRACT - AS PART OF A CONCERTED  
 EFFORT BY THE U.S. DEPARTMENT OF  
 TRANSPORTATION TO IMPROVE AND  
 UPGRADE THE EFFECTIVENESS OF THEIR  
 NATIONWIDE HIGHWAY SAFETY PROGRAM,  
 A BASIC TRAINING PROGRAM FOR POLICE  
 TRAFFIC SERVICES WAS DEVELOPED.  
 THIS GUIDE CONTAINS A DESCRIPTION  
 OF THE OVERALL TRAINING PROGRAM;  
 SUGGESTIONS FOR COURSE PLANNING  
 INCLUDING THE SCHEDULING OF  
 LESSONS, CLASS SIZE, PREREQUISITES  
 FOR STUDENTS AND INSTRUCTORS,  
 TRAINING FACILITIES AND RESOURCES;  
 INSTRUCTOR AND STUDENT MATERIALS;  
 GUIDELINES FOR CONDUCTING THE  
 COURSE; AND RECOMMENDATIONS FOR  
 MEASURING STUDENT ACHIEVEMENT.  
 (AUTHOR/VA)

VT 102 040

HALE, ALLEN; HAMILTON, JOHN W.  
 POLICE TRAFFIC SERVICES BASIC  
 TRAINING PROGRAM. STUDENT STUDY  
 GUIDE. VOLUME 3 OF 3.

DUNLAP AND ASSOCIATES, INC.,  
 DARIEN, CONN.  
 NATIONAL HIGHWAY TRAFFIC SAFETY  
 ADMINISTRATION (DOT), WASHINGTON,  
 D.C.

MF AND HC AVAILABILITY WILL BE  
 ANNOUNCED IN VOL. 9, NO. 2.  
 SUPERINTENDENT OF DOCUMENTS, U.S.  
 GOVERNMENT PRINTING OFFICE,  
 WASHINGTON, D.C. 20402 (5003-00095)  
 PUB DATE - OCT72 155P.; SEE  
 RELATED DOCUMENT VT 102 039 IN THIS  
 ISSUE; SEE ALSO VT 019 297,  
 PREVIOUSLY ANNOUNCED IN AIM, VOL.  
 6, NO. 4, PAGE 375.

DESCRIPTORS - \*STUDY GUIDES;  
 \*TRAFFIC SAFETY; \*JOB TRAINING;  
 TRAFFIC CONTROL; TRAFFIC ACCIDENTS;  
 PEDESTRIAN TRAFFIC; VEHICULAR  
 TRAFFIC; \*POLICE; INSTRUCTIONAL  
 MATERIALS; \*TRAFFIC CONTROL; LAW  
 ENFORCEMENT  
 IDENTIFIERS - \*POLICE EDUCATION

ABSTRACT - AS PART OF THE BASIC  
 TRAINING PROGRAM IN POLICE TRAFFIC

SERVICES INTENDED TO ESTABLISH A NATIONAL STANDARD, THIS STUDENT STUDY GUIDE WAS DEVELOPED TO SERVE AS A BASIC REFERENCE TEXT TO REINFORCE AND SUPPLEMENT THE SUBJECT MATERIAL PRESENTED IN CLASS. THE DOCUMENT CONSISTS OF THE SIX FOLLOWING MAJOR SECTIONS: (1) BACKGROUND FOR POLICE TRAFFIC SERVICES, (2) TRAFFIC LAW, (3) TRAFFIC DIRECTION AND CONTROL, (4) TRAFFIC LAW ENFORCEMENT, (5) ACCIDENT MANAGEMENT, AND (6) TRAFFIC COURT. (VA)

VT 102 041

MAZZUCCO, APRIL  
SELECTED REFERENCES AND AIDS FOR TEACHING AGRICULTURAL MECHANICS TO STUDENTS OF AGRICULTURAL EDUCATION.

VIRGINIA POLYTECHNIC INST. AND STATE UNIV., BLACKSBURG. DEPT. OF EDUCATION.

VIRGINIA STATE DEPT. OF EDUCATION, RICHMOND. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 56P.

DESCRIPTORS - \*AGRICULTURAL EDUCATION; \*RESOURCE UNITS; \*AGRICULTURAL ENGINEERING

ABSTRACT - THIS RESOURCE UNIT CONTAINS REFERENCES AVAILABLE TO THE TEACHER AND STUDENT OF AGRICULTURAL MECHANICS. THE MATERIAL IS DRAWN FROM PRIVATE INDUSTRIES, STATE UNIVERSITIES, STATE GOVERNMENTS, AND GOVERNMENT PUBLICATIONS. THE REFERENCES ARE ARRANGED ACCORDING TO NINE MAJOR TOPICS OF AGRICULTURAL MECHANICS. EACH TOPIC IS BROKEN DOWN INTO COMMERCIAL OR INDUSTRIAL PUBLICATIONS, AUDIOVISUAL AIDS, AND TEXTBOOKS AND BULLETINS. (AUTHOR/NJ)

VT 102 042

MOODY, SIDNEY B.  
F.F.A. LEADERSHIP HANDBOOK.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 74 76P.

DESCRIPTORS - VOCATIONAL AGRICULTURE; \*LEADERSHIP TRAINING; \*STUDENT ORGANIZATIONS; YOUTH LEADERS; \*LEADERS GUIDES IDENTIFIERS - FUTURE FARMERS OF AMERICA; FFA

ABSTRACT - THIS HANDBOOK IS WRITTEN FOR THE NEW OR PROSPECTIVE MEMBER OF FUTURE FARMERS OF AMERICA (FFA) AND PROVIDES A GENERAL ORIENTATION TO THE ORGANIZATION. IT PRESENTS INFORMATION ABOUT THE CLUB AND GUIDELINES FOR ITS OFFICERS. THE CHARACTERISTICS OF LEADERSHIP AND RESPONSIBLE MEMBERSHIP ARE DISCUSSED. SUGGESTIONS FOR SELF-IMPROVEMENT ARE OFFERED, ALONG WITH TIPS FOR INTRODUCING SPEAKERS, PRESENTING AND RECEIVING AWARDS, AND PUBLIC SPEAKING. (NJ)

VT 102 043

HATTSTAEDT, MARY JANE; ISAAC, MARGARET M.  
DEVELOPMENT AND USE OF CHALLENGE EXAMS FOR CLINICAL LABORATORY NURSING II, PART II. FINAL REPORT.

PIMA COMMUNITY COLL., TUCSON, ARIZ. ARIZONA OCCUPATIONAL RESEARCH COORDINATING UNIT, PHOENIX.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 18MAR75 176P.

DESCRIPTORS - \*PRACTICAL NURSING; \*EQUIVALENCY TESTS; STUDENT EVALUATION; \*PERFORMANCE TESTS; TESTING PROGRAMS; \*NURSING; \*TEST CONSTRUCTION; PERFORMANCE CRITERIA; COMMUNITY COLLEGES; ASSOCIATE DEGREES

ABSTRACT - THIS IS THE FINAL REPORT OF THE SECOND OF A TWO-PART PROJECT INVOLVING THE DEVELOPMENT AND TESTING OF CHALLENGE EXAMS FOR A CLINICAL COURSE IN PRACTICAL OR ASSOCIATE DEGREE NURSING. THE EXAMS WERE DEVELOPED TO ENABLE STUDENTS WITH PREVIOUS EXPERIENCE IN OBSTETRIC, GERIATRIC, OR PEDIATRIC NURSING TO MEET COURSE OBJECTIVES WITHOUT NEEDLESS REPETITION OF

EXPERIENCE. PART II OF THE PROJECT IS CONCERNED WITH TESTING THE INSTRUMENTS AND USING THE CHALLENGE EXAMS AND RELATED PERFORMANCE EVALUATION TOOLS FOR A CLINICAL CHALLENGE BY STUDENTS ENROLLED IN NURSING II IN PIMA COMMUNITY COLLEGE, TUCSON, ARIZONA IN FALL, 1974 AND SPRING, 1975. INCLUDED IN THE REPORT ARE THE CHALLENGE EXAM PACKETS, PERFORMANCE OBJECTIVES AND EVALUATION CHECKLISTS, AND SELF-STUDY MATERIALS. STUDENT AND FACULTY REACTIONS TO THIS STUDENT EVALUATION PROGRAM ALSO APPEAR. AN ANNOTATED BIBLIOGRAPHY ON CHALLENGE EXAMS IN NURSING IS APPENDED, ALONG WITH RELATED FORMS AND QUESTIONNAIRES USED TO GATHER INFORMATION ABOUT OTHER NURSING PROGRAMS AND STUDENT EXPERIENCE. PART I OF THE PROJECT IS AVAILABLE AS VT 101 044 IN AIM, VOL. 7, NO. 6. (NJ)

#### VT 102 044

COMPETENCY BASED EDUCATION. AN ANNOTATED BIBLIOGRAPHY.

WEST VIRGINIA STATE DEPT. OF EDUCATION, CHARLESTON. BUREAU OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 74 53P.

DESCRIPTORS - \*ANNOTATED BIBLIOGRAPHIES; \*PERFORMANCE BASED EDUCATION; \*VOCATIONAL EDUCATION; RESOURCE GUIDES

ABSTRACT - MATERIALS INCLUDED IN THIS BIBLIOGRAPHY WERE COLLECTED DURING 1974 FOR THE EDUCATION PROFESSIONS DEVELOPMENT ACT PROJECT, "FAMILIARIZING TEACHERS WITH NEW CURRICULUM MATERIALS". OBJECTIVES OF THIS PROJECT WERE TO TRAIN VOCATIONAL TEACHERS IN COMPETENCY-BASED CURRICULAR MODELS. THE MATERIALS LISTED IN THIS BIBLIOGRAPHY ARE GROUPED AS FOLLOWS: AGRICULTURAL EDUCATION, ALLIED HEALTH OCCUPATIONS EDUCATION, BUSINESS AND OFFICE EDUCATION, HOME ECONOMICS EDUCATION, AND TRADE, INDUSTRIAL,

AND TECHNICAL EDUCATION. EACH ENTRY NOTES THE AVAILABILITY AND COST OF THE ITEM. (AUTHOR/NJ)

#### VT 102 045

HAWAII CAREER DEVELOPMENT CONTINUUM. CURRICULUM GUIDE FOR GRADES K THROUGH 3.

HAWAII UNIV., HONOLULU, EDUCATION RESEARCH AND DEVELOPMENT CENTER. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 30JUN74 321P.; SEE RELATED DOCUMENTS VT 102 046, 102 047, 102 048 AND 102 198 IN THIS ISSUE.

DESCRIPTORS - \*VOCATIONAL DEVELOPMENT; \*CURRICULUM GUIDES; \*OCCUPATIONAL GUIDANCE; KINDERGARTEN; GRADE 1; GRADE 2; GRADE 3; LEARNING ACTIVITIES IDENTIFIERS - HAWAII

ABSTRACT - THIS DOCUMENT IS A GUIDE FOR INTEGRATING A SET OF SYSTEMATICALLY SEQUENCED AND LOGICALLY COORDINATED CAREER DEVELOPMENT EXPERIENCES INTO AN EXISTING K-3 CURRICULUM. IT IS INTENDED THAT THIS GUIDE WILL ASSIST TEACHERS, COUNSELORS, AND ADMINISTRATORS IN DEVELOPING AND IMPLEMENTING A CAREER DEVELOPMENT CURRICULUM WITHIN THE EXISTING INSTRUCTIONAL AND GUIDANCE PROGRAMS IN THE SCHOOLS. THIS GUIDE IS PART OF A SET DESIGNED FOR FOUR LEVELS: K-3, 4-6, 7-9, AND 10-12. THE DOCUMENT IS ORGANIZED INTO THREE MAJOR PARTS AND AN APPENDIX. PART I PRESENTS AN OVERVIEW OF THE TOTAL CAREER DEVELOPMENT CONTINUUM, EXTENDING FROM KINDERGARTEN TO GRADE 14. IT ALSO ESTABLISHES THE CONCEPTUAL FRAME OF REFERENCE FOR THE CAREER DEVELOPMENT CURRICULUM. PART II CONTAINS A SET OF LEARNING EXPERIENCES FOR GRADES K-3. PART III CONTAINS BACKGROUND INFORMATION ON THE DEVELOPMENT OF THE GUIDE. THE APPENDIX CONTAINS A LIST OF



SOURCES FOR OBTAINING HARDWARE AND SOFTWARE TO USE WITH THE LEARNING TASKS, A GLOSSARY OF TERMS, A BIBLIOGRAPHY, AND A SUBJECT INDEX. (AUTHOR/LJ)

**VT 102 046**

HAWAII CAREER DEVELOPMENT CONTINUUM. CURRICULUM GUIDE FOR GRADES 4 THROUGH 6.

HAWAII UNIV., HONOLULU. EDUCATION RESEARCH AND DEVELOPMENT CENTER. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 30JUN74 263P.; SEE RELATED DOCUMENTS VT 102 045, 102 047, 102 048 AND 102 198 IN THIS ISSUE.

DESCRIPTORS - \*VOCATIONAL DEVELOPMENT; \*CURRICULUM GUIDES; \*OCCUPATIONAL GUIDANCE; GRADE 4; GRADE 5; GRADE 6; LEARNING ACTIVITIES  
IDENTIFIERS - HAWAII

ABSTRACT - THIS IS A GUIDE FOR INTEGRATING A SET OF SYSTEMATICALLY SEQUENCED AND LOGICALLY COORDINATED CAREER DEVELOPMENT EXPERIENCES INTO AN EXISTING CURRICULUM FOR GRADES 4-6. IT IS INTENDED THAT THIS GUIDE WILL ASSIST TEACHERS, COUNSELORS, AND ADMINISTRATORS IN DEVELOPING AND IMPLEMENTING A CAREER DEVELOPMENT CURRICULUM WITHIN THE EXISTING INSTRUCTIONAL AND GUIDANCE PROGRAMS IN THE SCHOOLS. THIS GUIDE IS PART OF A SET DESIGNED FOR FOUR LEVELS: K-3, 4-6, 7-9, AND 10-12. THE DOCUMENT IS ORGANIZED INTO THREE MAJOR PARTS AND AN APPENDIX. PART I PRESENTS AN OVERVIEW OF THE TOTAL CAREER DEVELOPMENT CONTINUUM, EXTENDING FROM KINDERGARTEN TO GRADE 14. IT ALSO ESTABLISHES THE CONCEPTUAL FRAME OF REFERENCE FOR THE CAREER DEVELOPMENT CURRICULUM. PART II CONTAINS A SET OF LEARNING EXPERIENCES FOR GRADES 4-6. PART III CONTAINS BACKGROUND INFORMATION ON THE DEVELOPMENT OF THE GUIDE.

THE APPENDIX CONTAINS A LIST OF SOURCES FOR OBTAINING HARDWARE AND SOFTWARE TO USE WITH THE LEARNING TASKS, A GLOSSARY OF TERMS, A BIBLIOGRAPHY, AND A SUBJECT INDEX. (AUTHOR/LJ)

**VT 102 047**

HAWAII CAREER DEVELOPMENT CONTINUUM. CURRICULUM GUIDE FOR GRADES 7 THROUGH 9.

HAWAII UNIV., HONOLULU. EDUCATION RESEARCH AND DEVELOPMENT CENTER. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 30JUN74 256P.; SEE RELATED DOCUMENTS VT 102 045, 102 046, 102 048 AND 102 198 IN THIS ISSUE.

DESCRIPTORS - \*VOCATIONAL DEVELOPMENT; \*CURRICULUM GUIDES; GRADE 7; GRADE 8; GRADE 9; \*OCCUPATIONAL GUIDANCE; LEARNING ACTIVITIES  
IDENTIFIERS - HAWAII

ABSTRACT - THIS IS A GUIDE FOR INTEGRATING A SET OF SYSTEMATICALLY SEQUENCED AND LOGICALLY COORDINATED CAREER DEVELOPMENT EXPERIENCES INTO AN EXISTING CURRICULUM FOR GRADES 7-9. IT IS INTENDED THAT THIS GUIDE WILL ASSIST TEACHERS, COUNSELORS, AND ADMINISTRATORS IN DEVELOPING AND IMPLEMENTING A CAREER DEVELOPMENT CURRICULUM WITHIN THE EXISTING INSTRUCTIONAL AND GUIDANCE PROGRAMS IN THE SCHOOLS. THIS GUIDE IS PART OF A SET DESIGNED FOR FOUR LEVELS: K-3, 4-6, 7-9, AND 10-12. THE DOCUMENT IS ORGANIZED INTO THREE MAJOR PARTS AND AN APPENDIX. PART I PRESENTS AN OVERVIEW OF THE TOTAL CAREER DEVELOPMENT CONTINUUM, EXTENDING FROM KINDERGARTEN TO GRADE 14. IT ALSO ESTABLISHES THE CONCEPTUAL FRAME OF REFERENCE FOR THE CAREER DEVELOPMENT CURRICULUM. PART II CONTAINS BACKGROUND INFORMATION ON THE DEVELOPMENT OF THE GUIDE. THE APPENDIX CONTAINS A



LIST OF SOURCES FOR OBTAINING HARDWARE AND SOFTWARE TO USE WITH THE LEARNING TASKS, A GLOSSARY OF TERMS, A BIBLIOGRAPHY, AND A SUBJECT INDEX. (AUTHOR/LJ)

VT 102 048

HAWAII CAREER DEVELOPMENT CONTINUUM. CURRICULUM GUIDE FOR GRADES 10 THROUGH 12.

HAWAII UNIV., HONOLULU. EDUCATION RESEARCH AND DEVELOPMENT CENTER. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.; HAWAII STATE DEPT. OF EDUCATION, HONOLULU. OFFICE OF INSTRUCTIONAL SERVICES.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 30JUN74 233P.; SEE RELATED DOCUMENTS VT 102 045, 102 046, 102 047 AND 102 198 IN THIS ISSUE.

DESCRIPTORS - \*VOCATIONAL DEVELOPMENT; \*CURRICULUM GUIDES; GRADE 10; GRADE 11; GRADE 12; \*OCCUPATIONAL GUIDANCE; LEARNING ACTIVITIES  
IDENTIFIERS - HAWAII

ABSTRACT - THIS IS A GUIDE FOR INTEGRATING A SET OF SYSTEMATICALLY SEQUENCED AND LOGICALLY COORDINATED CAREER DEVELOPMENT EXPERIENCES INTO AN EXISTING CURRICULUM FOR GRADES 10-12. IT IS INTENDED THAT THIS GUIDE WILL ASSIST TEACHERS, COUNSELORS, AND ADMINISTRATORS IN DEVELOPING AND IMPLEMENTING A CAREER DEVELOPMENT CURRICULUM WITHIN THE EXISTING INSTRUCTIONAL AND GUIDANCE PROGRAMS IN THE SCHOOLS. THIS GUIDE IS PART OF A SET DESIGNED FOR FOUR LEVELS: K-3, 4-6, 7-9, AND 10-12. THE DOCUMENT IS ORGANIZED INTO THREE MAJOR PARTS AND AN APPENDIX. PART I PRESENTS AN OVERVIEW OF THE TOTAL CAREER DEVELOPMENT CONTINUUM, EXTENDING FROM KINDERGARTEN TO GRADE 14. IT ALSO ESTABLISHES THE CONCEPTUAL FRAME OF REFERENCE FOR THE CAREER DEVELOPMENT CURRICULUM. PART II CONTAINS A SET OF LEARNING EXPERIENCES FOR GRADES 10-12. PART III CONTAINS BACKGROUND INFORMATION

ON THE DEVELOPMENT OF THE GUIDE. THE APPENDIX CONTAINS A LIST OF SOURCES FOR OBTAINING HARDWARE AND SOFTWARE TO USE WITH THE LEARNING TASKS, A GLOSSARY OF TERMS, A BIBLIOGRAPHY, AND A SUBJECT INDEX. (AUTHOR/LJ)

VT 102 049

ASHLOCK, IRVIN H.; IVERSON, MAYNARD J.

GREENHOUSE MANAGEMENT. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - '72 91P.; SEE RELATED DOCUMENTS VT 102 050 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*ADULT VOCATIONAL EDUCATION; \*TEACHING GUIDES; CURRICULUM; \*INSTRUCTIONAL MATERIALS; \*NURSERY WORKERS (HORTICULTURE); COURSE CONTENT; AGRICULTURAL EDUCATION; \*GREENHOUSES  
IDENTIFIERS - KENTUCKY

ABSTRACT - THIS UNIT WAS DEVELOPED AS A GUIDE FOR USE BY TEACHERS IN PLANNING AND CONDUCTING ADULT CLASSES IN HORTICULTURE. THE TARGET AUDIENCE IS ADULTS EMPLOYED IN AGRICULTURE IN KENTUCKY. BECAUSE OF THE DIVERSITY IN AGE, EXPERTISE, AND EXPERIENCE LEVELS OF CLASS MEMBERS AND INSTRUCTORS, THE UNIT WAS DESIGNED TO COVER THE BASIC AREAS OF GREENHOUSE MANAGEMENT. SEVEN LESSONS HAVE BEEN INCLUDED WHICH MAY BE MODIFIED OR EXPANDED TO SUIT EACH PARTICULAR COURSE. LESSONS ARE IN OUTLINE FORM WITH THE MAJOR HEADINGS OF OBJECTIVE, PROBLEM AND ANALYSIS, CONTENT, AND SUGGESTIONS FOR TEACHING THE LESSON. SUPPLEMENTARY MATERIALS IN THE FORM OF ILLUSTRATIONS AND CHARTS IS PROVIDED. APPENDED ARE UNIT PLANNING FORMS AND A UNIT

## EVALUATION INSTRUMENT. (LJ)

VT 102 050

WISE, JACK; IVERSON, MAYNARD J.  
LAND USE. AN INSTRUCTIONAL UNIT FOR  
TEACHERS OF ADULT VOCATIONAL  
EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF  
VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION,  
FRANKFORT. BUREAU OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 73 163P.; SEE RELATED  
DOCUMENTS VT 102 049 AND VT 102 051  
THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*LAND USE;  
\*AGRICULTURE; \*ADULT FARMER  
EDUCATION; \*INSTRUCTIONAL  
MATERIALS; \*LESSON PLANS; SOIL  
CONSERVATION; SOIL SCIENCE;  
CONSERVATION EDUCATION; WATER  
RESOURCES  
IDENTIFIERS - KENTUCKY

ABSTRACT - AN ADULT FARMER COURSE  
DESIGNED TO DEVELOP THE EFFECTIVE  
ABILITY OF LAND HOLDERS TO PLAN FOR  
AND IMPLEMENT WISE LAND USE IS  
PRESENTED. THE UNIT CONSISTS OF  
EIGHT LESSON PLANS: (1) THE  
IMPORTANCE OF LAND USE, (2) THE  
PHYSICAL AND CHEMICAL PROPERTIES OF  
THE SOIL, (3) SOIL TESTING AS A  
TOOL OF LAND USE, (4) BALANCED  
FERTILIZATION OF SOILS, (5)  
SELECTION OF PRODUCTIVE PROGRAMS  
BASED ON WISE LAND USE, (6) SOIL  
AND WATER CONSERVATION, (7) SOIL  
AND WATER FOR RURAL USE, AND (8)  
SOIL AND WATER FOR URBAN USE.  
MASTERS FOR TRANSPARENCIES ARE  
INCLUDED FOR EACH LESSON. IN  
ADDITION, A TEACHING PLAN FOR THE  
COURSE, A TOPIC PLANNING FORM, AND  
A RESOURCE MATERIAL LIST ARE  
APPENDED. (VA)

VT 102 051

CHUMBLER, FRED, JR.; IVERSON,  
MAYNARD J.  
FARM FINANCE. A KEY TO THE FARM  
BUSINESS. AN INSTRUCTIONAL UNIT FOR  
TEACHERS OF ADULT VOCATIONAL  
EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF  
VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION,  
FRANKFORT. BUREAU OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 98P.; SEE  
RELATED DOCUMENTS VT 102 049, VT  
102 050 AND VT 102 052 THRU 102 060  
IN THIS ISSUE.

DESCRIPTORS - \*ADULT FARMER  
EDUCATION; \*TEACHING GUIDES;  
\*INSTRUCTIONAL MATERIALS; \*FARM  
MANAGEMENT; CURRICULUM;  
AGRICULTURAL EDUCATION; COURSE  
CONTENT  
IDENTIFIERS - KENTUCKY

ABSTRACT - THIS DOCUMENT PRESENTS  
AN ADULT-FARMER COURSE IN FARM  
FINANCE. IT WAS DEVELOPED  
ESPECIALLY FOR TEACHING ADULTS  
EMPLOYED IN AGRICULTURE IN  
KENTUCKY. BECAUSE OF THE DIVERSITY  
IN AGE, EXPERTISE, AND EXPERIENCE  
LEVELS OF CLASS MEMBERS AND  
INSTRUCTORS, THE UNIT WAS DESIGNED  
TO COVER THE BASIC AREAS OF FARM  
FINANCE. SIX LESSONS HAVE BEEN  
INCLUDED WHICH MAY BE MODIFIED OR  
EXPANDED TO SUIT EACH PARTICULAR  
COURSE. LESSONS ARE IN OUTLINE FORM  
WITH THE MAJOR HEADINGS OF  
OBJECTIVE, PROBLEM ANALYSIS,  
CONTENT, AND SUGGESTIONS FOR  
TEACHING THE LESSON. SUPPLEMENTARY  
MATERIAL IN THE FORM OF  
ILLUSTRATIONS AND CHARTS IS  
PROVIDED. APPENDED ARE CLASS  
PLANNING FORMS AND A UNIT  
EVALUATION INSTRUMENT. (AUTHOR/LJ)

VT 102 052

HAMMER, JAMES L.; IVERSON, MAYNARD  
J.

CROP STORAGE AND HANDLING. AN  
INSTRUCTIONAL UNIT FOR ADULT  
VOCATIONAL EDUCATION IN  
AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF  
VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION,  
FRANKFORT. BUREAU OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 158P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 051 AND VT 102 053 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*FIELD CROPS; \*AGRICULTURAL PRODUCTION; \*FEED INDUSTRY; \*ADULT FARMER EDUCATION; YOUNG FARMER EDUCATION; CURRICULUM GUIDES; TEACHING GUIDES; \*INSTRUCTIONAL MATERIALS; LESSON PLANS; GRAINS (FOOD) IDENTIFIERS - KENTUCKY

ABSTRACT - FARM OUTPUT PROJECTIONS SHOW INCREASES FOR ALL FARM PRODUCTS, WITH LARGE INCREASES NEEDED IN FEED GRAINS. THIS INSTRUCTIONAL UNIT WAS DEVELOPED TO PROMOTE THE EFFECTIVE ABILITY OF PRODUCERS TO PLAN AND DEVELOP A SYSTEM OF STORING AND HANDLING HOME GROWN GRAIN CROPS FOR MAXIMUM PROFITS. THE UNIT IS STRUCTURED IN EIGHT LESSONS WHICH CAN BE ADAPTED TO FIT A PARTICULAR TEACHING SITUATION. IT WAS DESIGNED FOR USE AS A GUIDE BY TEACHERS IN PLANNING AND CONDUCTING YOUNG ADULT AND ADULT FARMER CLASSES. TRANSPARENCY AND HANDOUT MASTERS ARE FOUND AT THE END OF EACH LESSON IN THE UNIT. IN ADDITION, SEVERAL SUGGESTIONS FOR SUPPLEMENTARY ENRICHMENT ACTIVITIES ARE LISTED FOR EACH LESSON. (AUTHOR/VA)

#### VT 102 053

IRISH, PAUL; IVERSON, MAYNARD J. SOYBEAN PRODUCTION AND MARKETING. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION. KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 72 92P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 052 AND VT 102 054 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*AGRICULTURAL

PRODUCTION; \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; \*CURRICULUM GUIDES; \*INSTRUCTIONAL MATERIALS; TEACHING GUIDES; LESSON PLANS; FIELD CROPS IDENTIFIERS - KENTUCKY

ABSTRACT - THIS INSTRUCTIONAL UNIT WAS DEVELOPED FOR USE AS A GUIDE FOR PLANNING AND TEACHING ADULT OR YOUNG FARMER CLASSES IN KENTUCKY. THE UNIT CONSISTS OF TWELVE LESSONS COVERING VARIOUS ASPECTS OF SOYBEAN PRODUCTION AND MARKETING. THE COURSE OBJECTIVE IS TO DEVELOP THE EFFECTIVE ABILITY OF FARMERS TO PLAN FOR PROFITABLE SOYBEAN PRODUCTION. TRANSPARENCY AND HANDOUT MASTERS ARE INCLUDED AT THE END OF EACH LESSON IN THE UNIT. (AUTHOR/VA)

#### VT 102 054

METZGER, BRUCE; IVERSON, MAYNARD J. BEEF CATTLE PRODUCTION. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION. KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 74 134P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 053 AND VT 102 055 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*AGRICULTURAL PRODUCTION; \*LIVESTOCK; \*ADULT FARMER EDUCATION; \*INSTRUCTIONAL MATERIALS; \*CURRICULUM GUIDES; TEACHING GUIDES; LESSON PLANS IDENTIFIERS - KENTUCKY

ABSTRACT - THIS UNIT ON BEEF CATTLE PRODUCTION IS DESIGNED PRIMARILY FOR THE ADULT FARMER PROGRAM IN KENTUCKY AS AN AID TO MAKING THE BEEF ENTERPRISE MORE PROFITABLE. IT IS AIMED PRIMARILY AT THE COMMERCIAL PRODUCER. THE LESSONS CENTER ON SOME OF THE MORE IMPORTANT ECONOMIC POINTS IN BEEF CATTLE PRODUCTION. TEN LESSONS

COMPRISE THE UNIT, WHICH CAN BE ADAPTED FOR LOCAL NEEDS AND SITUATIONS. SEVERAL SUGGESTIONS FOR SUPPLEMENTARY ENRICHMENT ACTIVITIES ARE LISTED FOR EACH LESSON. (VA)

VT 102 055

GRACE, CLYDE, JR.; IVERSON, MAYNARD J.

CORN PRODUCTION AND MARKETING. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION. KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 74 116P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 054 AND VT 102 056 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*CORN (FIELD CROP); \*AGRICULTURAL PRODUCTION; \*INSTRUCTIONAL MATERIALS; \*CURRICULUM GUIDES; \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; TEACHING GUIDES; LESSON PLANS; AGRONOMY

ABSTRACT - THE INSTRUCTIONAL UNIT DESIGNED TO DEVELOP THE EFFECTIVE ABILITY OF FARMERS TO PRODUCE, HARVEST, STORE AND MARKET CORN PROFITABLY IS STRUCTURED IN ELEVEN LESSONS. THE UNIT WAS DEVELOPED AS A GUIDE FOR USE BY TEACHERS IN PLANNING AND CONDUCTING YOUNG FARMER OR ADULT FARMER CLASSES. THE SPECIFIC TOPIC AREAS INCLUDE VARIETIES OF CORN, PRINCIPLES OF GERMINATION, AND THE IDENTIFICATION, PREVENTION AND CONTROL OF CORN DISEASES. TRANSPARENCY AND HANDOUT MASTERS ARE INCLUDED FOR EACH LESSON. (VA)

VT 102 056

GREER, JERRY W.; IVERSON, MAYNARD J.

FORAGE HANDLING. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 73 93P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 055 AND VT 102 057 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; \*HARVESTING; \*CURRICULUM GUIDES; \*INSTRUCTIONAL MATERIALS; TEACHING GUIDES; LESSON PLANS; AGRICULTURAL MACHINERY; AGRICULTURAL EDUCATION IDENTIFIERS - KENTUCKY

ABSTRACT - THIS UNIT OF INSTRUCTION IS DESIGNED FOR USE BY TEACHERS IN PLANNING AND CONDUCTING YOUNG FARMER AND ADULT FARMER CLASSES. THE PURPOSE OF THIS COURSE IS TO DEVELOP THE EFFECTIVE ABILITY OF FARMERS TO EFFICIENTLY HANDLE FORAGES FOR ECONOMIC LIVESTOCK FEED ON KENTUCKY FARMS. THE UNIT IS DIVIDED INTO FIVE LESSONS. THE OBJECTIVE FOR EACH LESSON FOLLOWS: (1) DETERMINE THE EXTENT OF MECHANIZATION OF FORAGE HANDLING DESIRABLE IN ORDER TO PRODUCE THE MOST ECONOMICAL FEED, (2) HARVEST FORAGES BY GRAZING, (3) HARVEST AND STORE FORAGES IN BARN TYPE STRUCTURES, (4) HARVEST, STORE, AND FEED SILAGE, AND (5) HARVEST, STORE AND FEED FORAGES IN THE FIELD. TRANSPARENCY AND HANDOUT MASTERS ARE FOUND AT THE END OF EACH LESSON IN THE UNIT. (VA)

VT 102 057

HARRISON, KENNETH M.; IVERSON, MAYNARD J.

AGRICULTURAL PESTICIDES. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.



MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 168P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 056 AND VT 102 058 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*PESTICIDES; \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; \*CURRICULUM GUIDES; \*INSTRUCTIONAL MATERIALS; TEACHING GUIDES; AGRICULTURAL EDUCATION; HERBICIDES; INSECTICIDES; DISEASE CONTROL  
IDENTIFIERS - KENTUCKY

ABSTRACT - THE PROPER USE OF AGRICULTURAL PESTICIDES IS THE MAJOR EMPHASIS OF THIS UNIT OF INSTRUCTION DEVELOPED AS A GUIDE FOR USE BY TEACHERS IN PLANNING AND CONDUCTING YOUNG FARMER AND ADULT FARMER CLASSES. SEVEN LESSONS ARE INCLUDED IN THE UNIT COVERING TOPICAL AREAS RELATED TO THE UTILIZATION OF PESTICIDES, HERBICIDES, INSECTICIDES, FUNGICIDES, AND THE DEVELOPMENT OF A COMPREHENSIVE PEST CONTROL PROGRAM. SUGGESTIONS FOR TEACHING THE LESSONS AND SUGGESTED MATERIALS ARE PRESENTED. (VA)

VT 102 058

HOWARD, SHIRLEY R.; IVERSON, MAYNARD J.  
HOME BEAUTIFICATION. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.  
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 73 305P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 057 AND VT 102 059 THRU 102 060 IN THIS ISSUE.

DESCRIPTORS - \*LANDSCAPING; \*INSTRUCTIONAL MATERIALS; \*CURRICULUM GUIDES; ADULT FARMER EDUCATION; YOUNG FARMER EDUCATION; FLORICULTURE; PLANT IDENTIFICATION;

ORNAMENTAL HORTICULTURE; TEACHING GUIDES

ABSTRACT - TEN LESSON PLANS IN THE BASIC AREA OF HOME BEAUTIFICATION ARE INCLUDED IN THIS GUIDE FOR USE BY TEACHERS IN PLANNING AND CONDUCTING YOUTH OR ADULT FARMER CLASSES. THE MAJOR EMPHASIS OF THIS UNIT IS ON LANDSCAPING. THE DEVELOPMENT OF A LANDSCAPE PLAN, PLANT IDENTIFICATION AND SELECTION, LANDSCAPE CONSTRUCTION AND MAINTENANCE, AND FLOWER AND SPECIALTY GARDENS ARE TOPICS COVERED IN THE LESSONS. SUGGESTIONS FOR TEACHING THE LESSON, ENRICHMENT ACTIVITIES AND TEACHING MATERIALS ARE INCLUDED AT THE END OF EACH LESSON. (VA)

VT 102 059

O'BRYAN, ROBERT C.; IVERSON, MAYNARD J.  
TREE-FRUIT PRODUCTION. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.  
KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 124P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 058 AND VT 102 060 IN THIS ISSUE.

DESCRIPTORS - \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; \*TEACHING GUIDES; CURRICULUM GUIDES; TREES; \*AGRICULTURAL PRODUCTION

ABSTRACT - DESIGNED AS A GUIDE FOR TEACHERS IN PLANNING AND CONDUCTING YOUNG AND ADULT FARMER CLASSES, THIS UNIT COVERS THE BASIC AREAS OF TREE-FRUIT PRODUCTION. THE FORMAT OF THE TEN-LESSON UNIT ALLOWS FOR THE UTILIZATION OF THE PROBLEM-SOLVING AND DISCUSSION METHODS OF TEACHING. THE MAJOR OBJECTIVE OF THE UNIT IS TO DEVELOP THE ABILITY TO EFFECTIVELY ESTABLISH AND MANAGE A TREE-FRUIT PRODUCTION ENTERPRISE.



THE APPENDIX INCLUDES A TEACHING PLAN FOR THE COURSE, A TOPIC PLANNING FORM, AND A RESOURCE MATERIAL LIST. (NJ)

**VT 102 060**

VINCENT, GARY; IVERSON, MAYNARD J. PROFITABLE HOG PRODUCTION. AN INSTRUCTIONAL UNIT FOR TEACHERS OF ADULT VOCATIONAL EDUCATION IN AGRICULTURE.

KENTUCKY UNIV., LEXINGTON. DIV. OF VOCATIONAL EDUCATION.

KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT. BUREAU OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 73 143P.; SEE RELATED DOCUMENTS VT 102 049 THRU 102 059 IN THIS ISSUE.

DESCRIPTORS - \*ADULT FARMER EDUCATION; \*YOUNG FARMER EDUCATION; \*AGRICULTURAL PRODUCTION; \*TEACHING GUIDES; \*LIVESTOCK

ABSTRACT - DEVELOPED AS A GUIDE FOR TEACHERS IN PLANNING AND CONDUCTING CLASSES IN YOUNG OR ADULT FARMER EDUCATION, THIS TEN-LESSON UNIT COVERS THE BASIC AREAS OF HOG PRODUCTION; SELECTION, BREEDING, FEEDING, MANAGING, AND MARKETING. THE FORMAT USED IS DESIGNED TO ASSIST TEACHERS IN UTILIZING PROBLEM-SOLVING AND THE DISCUSSION METHOD OF TEACHING. THE APPENDIX INCLUDES A TEACHING PLAN FOR THE COURSE, A TOPIC PLANNING FORM, AND A RESOURCE MATERIAL LIST. (NJ)

**VT 102 061**

THE TRACTOR ELECTRICAL SYSTEM. A TEACHING REFERENCE.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.; FARM AND INDUSTRIAL EQUIPMENT INST., CHICAGO, ILL.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - ND 61P.

DESCRIPTORS - \*ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; \*AGRICULTURAL MACHINERY;

AGRICULTURAL MACHINERY OCCUPATIONS; MACHINE REPAIRMEN; \*MANUALS; \*FARM MECHANICS (OCCUPATION)

ABSTRACT - THE FUNDAMENTAL PRINCIPLES UNDERLYING THE APPLICATION OF ELECTRICITY TO TRACTORS AND FARM EQUIPMENT ARE PRESENTED. AN UNDERSTANDING OF THE MATERIAL IN THIS BASIC MANUAL WILL ENABLE THE SERVICE MAN TO UNDERSTAND BETTER THE SERVICE PROCEDURES COVERED IN SERVICE MANUALS ON ELECTRICAL EQUIPMENT. TOPICS DEALT WITH ARE FUNDAMENTALS OF ELECTRICITY, STORAGE BATTERIES, CIRCUITS, AND COMBINATION MOTOR AND GENERATOR. (NJ)

**VT 102 062**

TRACTOR TRANSMISSIONS. A TEACHING REFERENCE.

AMERICAN ASSOCIATION FOR AGRICULTURAL ENGINEERING AND VOCATIONAL AGRICULTURE, ATHENS, GA.; FARM AND INDUSTRIAL EQUIPMENT INST., CHICAGO, ILL.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - ND 28P.

DESCRIPTORS - \*TRACTORS; \*AGRICULTURAL MACHINERY; \*POWER MECHANICS; INSTRUCTIONAL MATERIALS

ABSTRACT - THIS MANUAL WAS DEVELOPED AS A REFERENCE FOR TEACHING STUDENTS ABOUT TRANSMISSIONS IN FARM TRACTORS. THE MANUAL IS DIVIDED INTO FIVE SECTIONS: (1) TRANSMISSION HISTORY, (2) GEARS AND BEARINGS IN TRANSMISSION, (3) SLIDING-GEAR TRANSMISSIONS, (4) PLANETARY GEARING, AND (5) GLOSSARY. THE WORKING PRINCIPLES OF THE SLIDING-GEAR TRANSMISSION, THE MOST EXTENSIVELY USED TRANSMISSION IN FARM TRACTORS ARE DESCRIBED IN DETAIL. (VA)

**VT 102 063**

TRACTOR HYDRAULICS. A TEACHING REFERENCE.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS,

GA.; FARM AND INDUSTRIAL EQUIPMENT  
INST., CHICAGO, ILL.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 48P.

DESCRIPTORS - \*TRACTORS;  
AGRICULTURAL MACHINERY;  
\*HYDRAULICS; FLUID POWER EDUCATION;  
POWER MECHANICS; INSTRUCTIONAL  
MATERIALS

ABSTRACT - THIS MANUAL WAS  
DEVELOPED TO HELP PROVIDE A BETTER  
UNDERSTANDING OF HOW AND WHY  
HYDRAULIC PRINCIPLES SERVE THE  
PURPOSES OF WEIGHT REDUCTION,  
INCREASE OF PHYSICAL EFFORT AND  
MORE PRECISE CONTROL TO MACHINES OF  
ALL TYPES. THE FOUR COMPONENTS THAT  
ARE NECESSARY TO HAVE A WORKABLE  
HYDRAULIC SYSTEM-A RESERVOIR, A  
PUMP, A VALVE, AND A MOTOR  
(CYLINDER) ARE DESCRIBED IN DETAIL.  
SPECIAL EMPHASIS IS GIVEN TO FARM  
AND INDUSTRIAL EQUIPMENT  
APPLICATIONS. (VA)

VT 102 064  
BALL AND ROLLER BEARINGS. A  
TEACHING REFERENCE.

AMERICAN ASSOCIATION FOR VOCATIONAL  
INSTRUCTIONAL MATERIALS, ATHENS,  
GA.; FARM AND INDUSTRIAL EQUIPMENT  
INST., CHICAGO, ILL.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE ND 28P.

DESCRIPTORS - \*INSTRUCTIONAL  
MATERIALS; \*MECHANICAL EQUIPMENT;  
TRADE AND INDUSTRIAL EDUCATION  
IDENTIFIERS - \*BEARINGS

ABSTRACT - THIS MANUAL PROVIDES A  
SUBJECT REFERENCE FOR BALL AND  
ROLLER BEARINGS. THE FOLLOWING  
TOPICS ARE INCLUDED: (1) BEARING  
NOMENCLATURE, (2) BEARING USES, (3)  
BEARING CAPACITIES, (4) SHOP AREA  
WORKING CONDITIONS, (5) BEARING  
REMOVAL, (6) BEARING CLEANING AND  
INSPECTION, (7) BEARING  
REPLACEMENT, (8) BEARING  
LUBRICATION, (9) BEARING  
INSTALLATION, (10) BEARING FAILURES  
DUE TO IMPROPER SERVICING, (11)

INSTALLATION RUNNING INSPECTION,  
AND (12) BEARING ADJUSTMENT THEORY.  
(VA)

VT 102 065  
AUSTIN, GARY, AND OTHERS  
TWENTY-FIVE LESSON PLANS FOR  
DISTRIBUTIVE EDUCATION.-VOL. 3.

DELAWARE STATE COLL., DOVER. DEPT.  
OF EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 68P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*LESSON PLANS; \*TEACHING  
GUIDES; STUDENT DEVELOPED  
MATERIALS; MARKETING

ABSTRACT - THIS PUBLICATION WAS  
DEVELOPED BY VARIOUS DISTRIBUTIVE  
EDUCATION MAJORS ENROLLED IN THE  
METHODS OF TEACHING DISTRIBUTIVE  
EDUCATION CLASSES AT DELAWARE STATE  
COLLEGE. IT IS DESIGNED TO ASSIST  
DISTRIBUTIVE EDUCATION TEACHERS AND  
TEACHERS-TO-BE IN PREPARING  
CLASSROOM LESSONS. THE LESSON PLANS  
ARE CENTERED AROUND THE FIVE MAJOR  
AREAS OF INSTRUCTION: (1) THE  
FUNCTIONS OF MARKETING AND  
DISTRIBUTION, (2) FUNDAMENTAL  
SKILLS, (3) PRODUCT OR SERVICE  
TECHNOLOGY, (4) THE SOCIAL SKILLS  
AND HUMAN RELATIONS, AND (5)  
ECONOMIC UNDERSTANDINGS. EACH  
INDIVIDUAL PLAN CONTAINS THE  
TEACHING METHOD, GRADE LEVEL, AND  
THE SUBJECT MATTER TO BE TAUGHT.  
(AUTHOR/NJ)

VT 102 066  
GEALT, ROCHFLE  
KENNY CAREER IN TRANSPORTATION  
LAND.

RUTGERS, THE STATE UNIV., NEW  
BRUNSWICK, N.J. CURRICULUM LAB.  
NEW JERSEY STATE DEPT. OF  
EDUCATION, TRENTON. BUREAU OF  
OCCUPATIONAL RESEARCH DEVELOPMENT.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
NEW JERSEY VOCATIONAL-TECHNICAL  
CURRICULUM LAB.; BUILDING 4103 -  
KILMER CAMPUS; RUTGERS UNIVERSITY;  
NEW BRUNSWICK, NJ 08903. (\$1.50)

PLUS POSTAGE)  
PUB DATE - JUN75 83P.

DESCRIPTORS - \*GRADE 1;  
\*KINDERGARTEN; \*TRANSPORTATION;  
\*CAREER AWARENESS; \*ACTIVITY UNITS;  
INSTRUCTIONAL MATERIALS;  
OCCUPATIONAL CLUSTERS

ABSTRACT - THIS PUBLICATION IS THE FIRST IN A SERIES OF ACTIVITY BOOKS FOR KINDERGARTEN AND FIRST GRADE STUDENTS. THE ACTIVITY BOOK CONSISTS OF MATERIALS FOR THE TEACHER, INCLUDING LESSON OBJECTIVES, NARRATION, ACTIVITIES, RESOURCES, AND STUDENT MATERIALS. THE BOOK AIMS TO FOSTER KNOWLEDGE ABOUT CAREERS WHILE IMPROVING BASIC SKILLS. THIS UNIT FOCUSES ON THE OCCUPATIONAL CLUSTER OF TRANSPORTATION. THE TEACHER SHOULD VIEW THIS AS A RESOURCE FOR SUPPLEMENTING REGULAR CLASSROOM INSTRUCTION. (AUTHOR/VA)

VT 102 067  
SPENCER, FREDERICK  
INTRODUCTION TO THE CONTROL OF  
ELECTRIC MOTORS.

RUTGERS, THE STATE UNIV., NEW  
BRUNSWICK, N.J. CURRICULUM LAB.  
NEW JERSEY STATE DEPT. OF  
EDUCATION, TRENTON. DIV. OF  
VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
NEW JERSEY VOCATIONAL-TECHNICAL  
CURRICULUM LABORATORY, BLDG. 4103,  
KILMER CAMPUS, RUTGERS UNIVERSITY,  
NEW BRUNSWICK, N.J. 08903 (\$3.00  
PLUS POSTAGE)  
PUB DATE - MAR75 116P.

DESCRIPTORS - \*ELECTRIC MOTORS;  
\*ELECTRIC CIRCUITS; \*CURRICULUM  
GUIDES; VOCATIONAL EDUCATION;  
\*ELECTRONIC CONTROL; INSTRUCTIONAL  
MATERIALS

ABSTRACT - THE FUNDAMENTALS OF  
ELECTRIC CIRCUITS AND ELECTRIC  
MACHINES ARE PRESENTED IN THIS  
TEXT, WITH AN EMPHASIS ON THE  
PRACTICAL OPERATION RATHER THAN ON  
MATHEMATICAL ANALYSES OF THEORIES  
INVOLVED. THE MATERIAL CONTAINED IN-

THE TEXT INCLUDES THE FUNDAMENTALS  
OF BOTH D.C. AND A.C. CIRCUITS  
TOGETHER WITH THE PRINCIPLES OF  
MAGNETISM AND ELECTRO-MAGNETIC  
INDUCTION, SO AS TO PROVIDE A  
FOUNDATION FOR THE UNDERSTANDING OF  
THE PRINCIPLES OF ELECTRIC  
MACHINERY OPERATION. APPLICATION OF  
THESE FUNDAMENTALS IS MADE IN THE  
DISCUSSION OF D.C. GENERATORS, D.C.  
MOTORS, TRANSFORMERS, A.C.  
GENERATORS, INDUCTION MOTORS,  
SYNCHRONOUS MOTORS, SINGLE-PHASE  
MOTORS, AND POLYPHASE MOTORS.  
REVIEW QUESTIONS ARE INCLUDED FOR  
EVALUATING STUDENT PROGRESS OR FOR  
CLASS DISCUSSION. (NJ)

VT 102 068  
IMPROVE INSTRUCTIONAL CAPABILITIES  
OF PART-TIME VOCATIONAL EDUCATION;  
CALL-STAFF. FINAL REPORT.

WISCONSIN UNIV. - STOUT, MENOMONIE.  
CENTER FOR VOCATIONAL, TECHNICAL  
AND ADULT EDUCATION.  
WISCONSIN STATE BOARD OF  
VOCATIONAL, TECHNICAL, AND ADULT  
EDUCATION, MADISON.; OFFICE OF  
EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - SEP74 83P.

DESCRIPTORS - \*ADULT VOCATIONAL  
EDUCATION; VOCATIONAL EDUCATION  
TEACHERS; EVENING STUDENTS;  
\*TEACHER WORKSHOPS; \*TEACHER  
IMPROVEMENT; \*INSERVICE TEACHER  
EDUCATION; \*PART TIME TEACHERS  
IDENTIFIERS - WISCONSIN

ABSTRACT - THE PURPOSE OF THIS  
PROJECT WAS TO PLAN AND CONDUCT  
WORKSHOPS DESIGNED TO UPGRADE THE  
BASIC TEACHING SKILLS OF PART-TIME  
VOCATIONAL TEACHERS IN THE  
WISCONSIN VOCATIONAL-TECHNICAL  
ADULT EDUCATION SYSTEM. THE PROJECT  
CONSISTED OF DESIGNATING THE  
PEDAGOGICAL SKILLS TO BE LEARNED,  
DEVELOPING AN INSTRUCTIONAL BOOKLET  
TO BE CORRELATED WITH THE WORKSHOP  
AGENDA, CONDUCTING FOUR SEPARATE  
ONE-DAY WORKSHOPS, AND EVALUATING  
THE IMPACT OF THE WORKSHOPS AND  
MATERIALS UPON THE TEACHING SKILLS  
OF THE PARTICIPANTS. ALTHOUGH THE

IMMEDIATE RESPONSE WAS ENTHUSIASTIC, THE FOLLOW-UP SURVEY TWO MONTHS LATER INDICATED THAT TEACHERS MAY NEED MORE TIME TO DEVELOP BASIC TEACHING SKILLS. THIS REPORT SUMMARIZES THE PROJECT, OUTLINES THE PROCEDURES UTILIZED IN DEVELOPING THE WORKSHOPS, AND PRESENTS THE EVALUATION RESULTS. THE INSTRUCTIONAL BOOKLET USED FOR THE TEACHER TRAINING WORKSHOPS IS APPENDED, ALONG WITH ADDITIONAL PROJECT-DEVELOPED LESSON PLANS. (AUTHOR/NJ)

VT 102 069

CAREER AND VOCATIONAL EDUCATION IN GEORGIA. A PROGRAM MANUAL FOR LOCAL SYSTEMS.

GEORGIA STATE DEPT. OF EDUCATION, ATLANTA. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 75 94P.; FOR DISCUSSION PURPOSES ONLY.

DESCRIPTORS - \*STATEWIDE PLANNING; \*PROGRAM PLANNING; \*VOCATIONAL EDUCATION; \*CAREER EDUCATION; \*COMPREHENSIVE PROGRAMS; MASTER PLANS; JOB PLACEMENT; WORK STUDY PROGRAMS; FINANCIAL SUPPORT IDENTIFIERS - GEORGIA

ABSTRACT - THIS MANUAL WAS DESIGNED FOR USE BY LOCAL SCHOOL SYSTEMS IN ORDER TO MAINTAIN A COMPREHENSIVE PROGRAM OF CAREER AND VOCATIONAL EDUCATION IN THE STATE OF GEORGIA. THIS PROGRAM INCLUDES, BUT IS NOT LIMITED TO ELEMENTARY CAREER DEVELOPMENT PROGRAMS, JUNIOR HIGH EXPLORATORY AND PRE-VOCATIONAL PROGRAMS, SECONDARY VOCATIONAL CLUSTER AND COOPERATIVE PROGRAMS, POSTSECONDARY AND ADULT PROGRAMS OF TECHNICAL AND SKILLED TRAINING, AND VOCATIONAL GUIDANCE. THE COMPREHENSIVE PROGRAM OF CAREER AND VOCATIONAL EDUCATION IS DESCRIBED IN DETAIL IN THIS MANUAL, PROVIDING INFORMATION TO HELP LOCAL SCHOOL SYSTEMS FORMULATE AND PREPARE LOCAL PLANS FOR VOCATIONAL EDUCATION. (VA)

VT 102 070

HORN, FERN M.; BARNES, ANITA O. INSTRUCTIONAL MATERIALS FOR USE WITH EDUCABLE MENTALLY RETARDED STUDENTS ENROLLED IN HOME ECONOMICS CLASSES.

WISCONSIN UNIV., STEVENS POINT. OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON. BUREAU FOR CAREER AND MANPOWER DEVELOPMENT.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - MAY75 303P.; SEE RELATED DOCUMENT VT 102 071 IN THIS ISSUE.

DESCRIPTORS - \*EDUCABLE MENTALLY HANDICAPPED; \*INSTRUCTIONAL MATERIALS; \*HOME ECONOMICS EDUCATION; \*ANNOTATED BIBLIOGRAPHIES; CHILD DEVELOPMENT; INDIVIDUAL DEVELOPMENT; FAMILY RELATIONSHIP; CLOTHING INSTRUCTION; CONSUMER EDUCATION; NUTRITION.

ABSTRACT - THESE INSTRUCTIONAL MATERIALS ARE INTENDED FOR USE WITH THE EDUCABLE MENTALLY HANDICAPPED STUDENTS WHO ARE MAINSTREAMED INTO HOME ECONOMICS CLASSES. THE MATERIALS ARE DIVIDED INTO FIVE SUBSTANTIVE CONTENT AREAS: (1) CHILD DEVELOPMENT; (2) PERSONAL DEVELOPMENT; (3) CLOTHING AND TEXTILES; (4) CONSUMER EDUCATION; AND (5) FOODS AND NUTRITION. AN ANNOTATED BIBLIOGRAPHY OF INSTRUCTIONAL MATERIALS FOR USE BY HOME ECONOMICS TEACHERS WITH EDUCABLE MENTALLY HANDICAPPED STUDENTS IS APPENDED. (VA)

VT 102 071

HORN, FERN M.; BARNES, ANITA O. DEVELOPMENT OF INSTRUCTIONAL MATERIALS FOR USE BY HOME ECONOMICS TEACHERS WITH EMR STUDENTS.

WISCONSIN UNIV., STEVENS POINT. OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.; WISCONSIN STATE DEPT. OF PUBLIC INSTRUCTION, MADISON. BUREAU FOR CAREER AND MANPOWER DEVELOPMENT. MF AND HC AVAILABILITY WILL BE



ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 31P.; SEE RELATED  
DOCUMENT VT 102 070 IN THIS ISSUE.

DESCRIPTORS - \*CURRICULUM  
DEVELOPMENT; \*EDUCABLE MENTALLY  
HANDICAPPED; \*HOME ECONOMICS  
EDUCATION; \*TEACHER WORKSHOPS;  
INSTRUCTIONAL MATERIALS

ABSTRACT - THE PURPOSE OF THIS  
PROJECT WAS TO CONTINUE WITH THE  
DEVELOPMENT, ANALYSIS, REVISION,  
AND DISSEMINATION OF CURRICULUM  
MATERIALS FOR USE BY HOME ECONOMICS  
TEACHERS WITH EDUCABLE MENTALLY  
HANDICAPPED STUDENTS WHICH HAD BEEN  
INITIATED DURING AN EARLIER PHASE.  
THE DEVELOPED MATERIALS WERE FIELD  
TESTED WITH STUDENTS ENROLLED IN  
HOME ECONOMICS CLASSES WHERE THE  
SPECIFIC CONCEPT WAS BEING COVERED.  
THE MATERIALS WERE USED WITH ALL  
ENROLLED STUDENTS. THE MATERIALS  
WERE ALSO FIELD TESTED WITH 28  
TEACHERS. THE INSTRUCTIONAL  
MATERIALS WERE REVISED BASED ON  
DATA ANALYSIS AND SUGGESTIONS OF  
THE TEACHERS. IN-SERVICE PROGRAMS  
AND WORKSHOPS WERE CONDUCTED TO AID  
TEACHERS IN THE DEVELOPMENT AND  
UTILIZATION OF MATERIALS.  
(AUTHOR/VA)

VT 102 072  
WYATT, TOM; ULRICH, LARRY  
AN ANALYSIS OF THE CREDIT  
COLLECTION OCCUPATION.

OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE  
AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 24P.; SEE  
RELATED DOCUMENTS VT 101 823 THRU  
101 874 IN AIM, VOL. 8, NO. 4 AND  
VT 102 073 THRU 102 078 IN THIS  
ISSUE.

DESCRIPTORS - \*TASK ANALYSIS;  
CREDIT (FINANCE); INVESTIGATIONS;  
\*JOB SKILLS; \*OCCUPATIONAL  
INFORMATION; TASK PERFORMANCE;  
EQUIPMENT UTILIZATION  
IDENTIFIERS - \*CREDIT ACCOUNT

## COLLECTIONS

ABSTRACT - THE OCCUPATIONAL  
ANALYSIS PROJECT WAS CONDUCTED FROM  
JUNE 1, 1973 TO DECEMBER 30, 1974  
TO TRAIN VOCATIONAL TEACHERS IN THE  
TECHNIQUES OF MAKING A  
COMPREHENSIVE OCCUPATIONAL  
ANALYSIS. EACH ANALYSIS INCLUDES A  
STATEMENT OF THE VARIOUS TASKS  
PERFORMED IN AN OCCUPATION, WITH  
THE APPROPRIATE ITEMS IDENTIFIED  
FOR EACH TASK: TOOLS AND EQUIPMENT,  
PROCEDURAL KNOWLEDGE, SAFETY  
KNOWLEDGE, MATHEMATICS SKILLS, AND  
SCIENCE AND COMMUNICATION NEEDED  
FOR SUCCESSFUL PERFORMANCE. THE  
ANALYSIS DATA PROVIDED A BASIS FOR  
GENERATING INSTRUCTIONAL MATERIALS,  
COURSE OUTLINES, STUDENT  
PERFORMANCE OBJECTIVES, CRITERION  
MEASURES, AND SUPPORTING SKILLS IN  
THE ACADEMIC AREAS. THIS ANALYSIS  
FOR THE OCCUPATION OF CREDIT  
COLLECTION AGENT IDENTIFIES TASKS  
THAT SHOULD BE UNDERSTOOD BEFORE  
ENTRY INTO THE JOB, ALTHOUGH  
DEVELOPMENT COMES FROM DIRECT  
EXPERIENCE. DUTIES ARE PRESENTED  
FOR THE COLLECTOR OF OVERDUE  
CONSUMER CREDIT ACCOUNTS FOR  
BUSINESS ORGANIZATIONS. (AUTHOR/MF)

VT 102 073  
SALSBURY, ROBERT C.; KLINE, CHARLES  
R.  
AN ANALYSIS OF THE SMALL ENGINE  
REPAIR OCCUPATION.

OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE  
AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 162P.; SEE  
RELATED DOCUMENTS VT 101 823  
THROUGH 101 874 IN AIM, VOL. 8, NO.  
4 AND VT 102 072 THROUGH 102 078 IN  
THIS ISSUE.

DESCRIPTORS - \*TASK ANALYSIS;  
\*MACHINE REPAIRMEN; ENGINES;  
\*MECHANICS (PROCESS); EQUIPMENT  
MAINTENANCE; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK  
PERFORMANCE

**ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. DUTIES OF THE SMALL ENGINE REPAIR MECHANIC ARE ANALYZED IN THIS VOLUME, SUCH AS MAINTAINING AND REPAIRING AIR AND WATER COOLED ENGINES USED ON LAWN AND GARDEN EQUIPMENT, AGRICULTURAL EQUIPMENT, OFF-THE-ROAD EQUIPMENT, RECREATIONAL EQUIPMENT AND OTHERS. (AUTHOR/MF)**

**VT 102 074**

**HOUGH, SHARON L., AND OTHERS  
AN ANALYSIS OF THE DENTAL ASSISTING OCCUPATIONS.**

**OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 130P.; SEE  
RELATED DOCUMENTS VT 101 823  
THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078  
IN THIS ISSUE.**

**DESCRIPTORS - \*TASK ANALYSIS;  
\*DENTAL ASSISTANTS; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK  
PERFORMANCE; EQUIPMENT UTILIZATION**

**ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE**

**TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. VARIOUS TASKS PERFORMED BY DENTAL ASSISTANTS ARE OUTLINED IN THIS VOLUME. (AUTHOR/MF)**

**VT 102 075**

**COMISAR, DAVID A.; EARNHART, MARIAN L.  
AN ANALYSIS OF THE CATERING OCCUPATION.**

**OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 103P.; SEE  
RELATED DOCUMENTS VT 101 823  
THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078  
IN THIS ISSUE.**

**DESCRIPTORS - \*TASK ANALYSIS; \*FOOD  
SERVICE OCCUPATIONS; \*MANAGERIAL  
OCCUPATIONS; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK  
PERFORMANCE; EQUIPMENT UTILIZATION  
IDENTIFIERS - \*CATERING**

**ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT,**

PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. TASKS INVOLVED IN CATERING ARE PRESENTED IN THIS VOLUME: MANAGING A BUSINESS, BOOKING A BUFFET, PURCHASING, PREPARING FOOD, TRANSPORTING A BUFFET, SETTING UP AT SITE, SERVING, AND CLEANING AND STORING EQUIPMENT AND SUPPLIES. (AUTHOR/MF)

VT 102 076

CLARK, ANTHONY B., AND OTHERS  
AN ANALYSIS OF THE WASTE WATER TREATMENT OPERATOR OCCUPATION.

OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 146P.; SEE RELATED DOCUMENTS VT 101 823 THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078 IN THIS ISSUE.

DESCRIPTORS - \*TASK ANALYSIS;  
\*WATER POLLUTION CONTROL; \*WASTE DISPOSAL; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR

GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME DEVELOPS RUDIMENTARY OCCUPATIONAL ANALYSES FOR WASTEWATER TREATMENT OPERATORS AND MAINTENANCE MECHANICS, INCLUDING OPERATING SCREENING AND OTHER DEVICES, MONITORING AND RECORDING, AND INSPECTION AND TESTING. (AUTHOR/MF)

VT 102 077

CARLTON, EARNEST L.; HOLLAR, CHARLES E.  
AN ANALYSIS OF THE PLUMBING OCCUPATION.

OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 254P.; SEE RELATED DOCUMENTS VT 101 823 THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102 072 THROUGH 102 078 IN THIS ISSUE.

DESCRIPTORS - \*TASK ANALYSIS;  
\*PLUMBING; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK PERFORMANCE; EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. THIS VOLUME

PRESENTS A WIDE OVERVIEW OF THE JOB OF PLUMBING WITH RELATED PIPING, INCLUDING INSTALLATION AND MAINTENANCE OF SEWERS, DRAINS AND VENTS, WATER SUPPLY AND DISTRIBUTION, GAS AND OIL SYSTEMS, AND HOUSE LINES AND FIXTURES.  
(AUTHOR/MF)

**VT 102 078**

KEIR, LUCILLE, AND OTHERS  
AN ANALYSIS OF THE MEDICAL ASSISTING OCCUPATIONS.

OHIO STATE UNIV., COLUMBUS.  
INSTRUCTIONAL MATERIALS LAB. (TRADE AND INDUSTRIAL EDUCATION).  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 424P.; SEE  
RELATED DOCUMENTS VT 101 823  
THROUGH 101 874 IN AIM, VOL. 8, NO. 4, AND VT 102-072 THROUGH 102 077  
IN THIS ISSUE.

DESCRIPTORS - \*TASK ANALYSIS;  
\*MEDICAL ASSISTANTS; \*JOB SKILLS;  
\*OCCUPATIONAL INFORMATION; TASK  
PERFORMANCE EQUIPMENT UTILIZATION

ABSTRACT - THE OCCUPATIONAL ANALYSIS PROJECT WAS CONDUCTED FROM JUNE 1, 1973 TO DECEMBER 30, 1974 TO TRAIN VOCATIONAL TEACHERS IN THE TECHNIQUES OF MAKING A COMPREHENSIVE OCCUPATIONAL ANALYSIS. EACH ANALYSIS INCLUDES A STATEMENT OF THE VARIOUS TASKS PERFORMED IN AN OCCUPATION, WITH THE APPROPRIATE ITEMS IDENTIFIED FOR EACH TASK: TOOLS AND EQUIPMENT, PROCEDURAL KNOWLEDGE, SAFETY KNOWLEDGE, MATHEMATICS SKILLS, AND SCIENCE AND COMMUNICATION NEEDED FOR SUCCESSFUL PERFORMANCE. THE ANALYSIS DATA PROVIDED A BASIS FOR GENERATING INSTRUCTIONAL MATERIALS, COURSE OUTLINES, STUDENT PERFORMANCE OBJECTIVES, CRITERION MEASURES, AND SUPPORTING SKILLS IN THE ACADEMIC AREAS. LISTED IN THIS VOLUME ARE THE TASKS MOST OFTEN PERFORMED BY A MEDICAL ASSISTANT IN A GENERAL PRACTITIONER'S OFFICE. RESPONSIBILITIES INCLUDE BUSINESS OFFICE DUTIES, DIAGNOSTIC TESTS,

AND TREATMENT ROOM PROCEDURES.  
(AUTHOR/MF)

**VT 102 079**

APPLEGATE, RONALD, AND OTHERS  
HANDBOOK FOR BEGINNING TEACHERS.

DELAWARE STATE COLL., DOVER. DEPT. OF EDUCATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 34P.

DESCRIPTORS - \*BEGINNING TEACHERS;  
\*TEACHER BEHAVIOR; \*EFFECTIVE TEACHING; TEACHING GUIDES; TEACHING SKILLS

ABSTRACT - THIS BRIEF HANDBOOK PRESENTS GENERAL GUIDELINES AND SUGGESTIONS FOR THE BEGINNING OR PROSPECTIVE TEACHER. IT DEALS WITH PROBLEMS AND CONCERNS OF INTEREST TO TEACHERS OF ALL SUBJECTS AT ALL LEVELS. THE CHARACTERISTICS AND QUALITIES OF A GOOD TEACHER ARE DISCUSSED. LESSON PLANNING, CLASSROOM MANAGEMENT, AND DISCIPLINE ARE ALSO TREATED BRIEFLY, ALONG WITH TESTING AND EVALUATION, STUDENT RECORDS, AND TEACHER EVALUATION. (NJ)

**VT 102 080**

ESTABLISH CRITERIA FOR STUDENT PERFORMANCE IN A VOCATIONAL EDUCATION PROGRAM. MODULE D-1. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 11DEC72 28P.; SEE  
RELATED DOCUMENTS VT 102 081 THRU 102 084 IN THIS ISSUE.

DESCRIPTORS - \*TEACHER EDUCATION; CURRICULUM; \*PERFORMANCE CRITERIA; \*VOCATIONAL EDUCATION TEACHERS; \*PERFORMANCE BASED EDUCATION; STUDENT EVALUATION; STUDY GUIDES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, PROVIDES INSTRUCTION IN THE ESTABLISHMENT OF



CRITERIA FOR STUDENT PERFORMANCE IN VOCATIONAL EDUCATION PROGRAMS. ESTABLISHING THESE OVERALL CRITERIA INVOLVES DETERMINING THE POINTS IN TIME FOR PERFORMANCE ASSESSMENT, THE PERFORMANCE OBJECTIVES TO BE ACHIEVED, AND THE LEVEL OF PERFORMANCE REQUIRED AT EACH ASSESSMENT. THE MODULE CONTAINS FOUR LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION INCLUDES INFORMATION SHEETS, CHECKLISTS, AND CHARTS RELATING TO THE LEARNING EXPERIENCES. (NJ)

#### VT 102 081

ANALYZE AN OCCUPATION. MODULE #32, 33. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 25SEP72 30P.; SEE RELATED DOCUMENTS VT 102 080 AND VT 102 082 THRU 102 084 IN THIS ISSUE.

DESCRIPTORS - \*JOB ANALYSIS;  
\*VOCATIONAL EDUCATION TEACHERS;  
\*TEACHER EDUCATION CURRICULUM;  
STUDY GUIDES; VOCATIONAL EDUCATION;  
BEHAVIORAL OBJECTIVES

ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO PREPARE THE VOCATIONAL EDUCATION TEACHER IN OCCUPATIONAL ANALYSIS. THE MODULE CONTAINS SEVEN LEARNING EXPERIENCES WHICH REQUIRE THE PROSPECTIVE VOCATIONAL EDUCATION TEACHER TO PLAN AN OCCUPATIONAL ANALYSIS AND TO ANALYZE SPECIFIC OCCUPATIONS WITH THE AID OF RESOURCE PEOPLE AND EXISTING OCCUPATIONAL ANALYSES. A SUPPLEMENTARY SECTION CONTAINS CHECKLISTS, EVALUATION FORMS, SELF-TESTS, AND INFORMATION SHEETS RELATED TO THE LEARNING EXPERIENCES. (NJ)

#### VT 102 082

SELECT AND OBTAIN STUDENT INSTRUCTIONAL MATERIALS. MODULE

#73, 74, 75, 78. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 03APR73 30P.; SEE RELATED DOCUMENTS VT 102 080, 102 081, 102 083 AND 102 084 IN THIS ISSUE.

DESCRIPTORS - \*MEDIA SELECTION;  
\*TEACHER EDUCATION CURRICULUM;  
\*VOCATIONAL EDUCATION TEACHERS;  
LEARNING ACTIVITIES; STUDY GUIDES;  
INSTRUCTIONAL MATERIALS

ABSTRACT - PART OF A SERIES OF VOCATIONAL TEACHER EDUCATION MODULES, THIS LEARNING GUIDE IS DESIGNED TO HELP THE VOCATIONAL EDUCATION TEACHER SELECT AND OBTAIN INSTRUCTIONAL MATERIALS. THE MODULE CONTAINS THREE LEARNING EXPERIENCES, COMPLETE WITH OBJECTIVES, SELF-TESTS, INFORMATION SHEETS, AND CHECKLISTS. INCLUDED ALSO IS A DISCUSSION OF FACTORS TO BE CONSIDERED IN MATERIALS SELECTION SUCH AS LEVEL OF STUDENTS, AVAILABLE FACILITIES AND EQUIPMENT, AND ECONOMIC AND TIME CONSTRAINTS. IN ADDITION, THE SUPPLEMENTARY SECTION SUGGESTS POSSIBLE SOURCES OF INSTRUCTIONAL MATERIALS FOR CLASSROOM USE. (NJ)

#### VT 102 083

WRITE STUDENT PERFORMANCE OBJECTIVES FOR THE VOCATIONAL EDUCATION OFFERING. MODULE #39. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 18SEP72 32P.; SEE RELATED DOCUMENTS VT 102 080 THRU 102 082 AND VT 102 084 IN THIS ISSUE.

DESCRIPTORS - \*BEHAVIORAL OBJECTIVES; \*VOCATIONAL EDUCATION TEACHERS; \*TEACHER EDUCATION

# **CURRICULUM; LEARNING ACTIVITIES; STUDY GUIDES**

**ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO INSTRUCT THE VOCATIONAL EDUCATION TEACHER IN WRITING PERFORMANCE OBJECTIVES. THE MODULE CONTAINS SEVEN LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES, AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION INCLUDES INFORMATION SHEETS, SELF-TESTS, AND ANSWER KEYS RELATING TO THE LEARNING EXPERIENCES. (NJ)**

## **VT 102 084**

**SEQUENCE STUDENT PERFORMANCE OBJECTIVES. MODULE #53, 54, 55. PROFESSIONAL VOCATIONAL TEACHER EDUCATION MODULE.**

**OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 29MAR73 26P.; SEE RELATED DOCUMENTS VT 102 080 THRU 102 083 IN THIS ISSUE.**

**DESCRIPTORS - \*TEACHER EDUCATION CURRICULUM; \*VOCATIONAL EDUCATION TEACHERS; \*BEHAVIORAL OBJECTIVES; SEQUENTIAL LEARNING; LEARNING ACTIVITIES; STUDY GUIDES**

**ABSTRACT - THIS MODULE, PART OF A VOCATIONAL TEACHER EDUCATION CURRICULUM UNIT, IS DESIGNED TO HELP THE VOCATIONAL EDUCATION ACQUIRE A COMPETENCY IN SEQUENCING STUDENT PERFORMANCE OBJECTIVES FOR VOCATIONAL COURSES. THE MODULE CONTAINS THREE LEARNING EXPERIENCES, EACH WITH OBJECTIVES, ACTIVITIES, AND OUTCOMES STATED IN BEHAVIORAL TERMS. A SUPPLEMENTARY SECTION INCLUDES CHECKLISTS, INFORMATION SHEETS, SAMPLE STUDENT PERFORMANCE OBJECTIVES, AND OTHER MATERIAL RELATED TO THE LEARNING EXPERIENCES. (NJ)**

## **VT 102 085**

**FOSTER, BRIAN, AND OTHERS ACCOUNTING CLERK GUIDE, INSTRUCTOR PACKET-PART I. A SPEC UNIT FOR THE**

**10TH, 11TH, OR 12TH GRADE. A CAREER EDUCATION UNIT (AN EDITED DEVELOPMENTAL DRAFT).**

**MESA PUBLIC SCHOOLS, ARIZ. ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. DOCUMENT NOT AVAILABLE IN MF OR HC. PUB DATE - JUN73 154P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 102 086 THRU VT 102 092.**

**DESCRIPTORS - \*ACCOUNTING; UNIT PLAN; HIGH SCHOOL STUDENTS; INDIVIDUALIZED INSTRUCTION; \*TEACHING GUIDES; ANSWER KEYS; CLERICAL OCCUPATIONS; PILOT PROJECTS**

**ABSTRACT - THIS INSTRUCTOR PACKET IS PART OF A UNIT FOR GRADES 10, 11, AND 12, DESIGNED FOR INDIVIDUALIZED PROGRESSION IN PREPARING STUDENTS FOR ENTRY INTO THE OCCUPATION OF ACCOUNTING CLERK. THE COMPLETE UNIT CONSISTS OF FOUR PACKETS, EACH WITH TWO PARTS: INSTRUCTOR PACKET, LEARNER PACKET, EXERCISE AND WORKSHEET PACKET, AND TEST PACKET. THE INSTRUCTOR PACKET LISTS PERFORMANCE OBJECTIVES, VOCABULARY, LEARNING TASKS, AND SUPPLEMENTAL ACTIVITIES FOR LESSONS 1 THROUGH 11. IT ALSO INCLUDES PRETEST AND POSTTEST KEYS. PART I OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY FOUND IN THE ACCOUNTING CYCLE. (NJ)**

## **VT 102 086**

**FOSTER, BRIAN, AND OTHERS ACCOUNTING CLERK GUIDE, INSTRUCTOR PACKET-PART II. A SPEC UNIT FOR THE 10TH, 11TH, OR 12TH GRADE. A CAREER EDUCATION UNIT (AN EDITED DEVELOPMENTAL DRAFT).**

**MESA PUBLIC SCHOOLS, ARIZ. ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. DOCUMENT NOT AVAILABLE IN MF OR HC. PUB DATE - JUN73 175P.; SEE RELATED DOCUMENTS IN THIS ISSUE AS VT 102 085 AND VT 102 087 THRU 102 092.**

**DESCRIPTORS - \*ACCOUNTING; UNIT PLAN; HIGH SCHOOL STUDENTS;**

INDIVIDUALIZED INSTRUCTION;  
\*TEACHING GUIDES; ANSWER KEYS;  
CLERICAL OCCUPATIONS; PILOT  
PROJECTS

ABSTRACT - THIS INSTRUCTOR PACKET IS PART OF A UNIT FOR GRADES 10, 11, AND 12, DESIGNED FOR INDIVIDUALIZED PROGRESSION IN PREPARING STUDENTS FOR ENTRY INTO THE OCCUPATION OF ACCOUNTING CLERK. THE COMPLETE UNIT CONSISTS OF FOUR PACKETS, EACH WITH TWO PARTS: INSTRUCTOR PACKET, LEARNER PACKET, EXERCISE AND WORKSHEET PACKET, AND TEST PACKET. THE INSTRUCTOR PACKET LISTS PERFORMANCE OBJECTIVES, VOCABULARY, LEARNING TASKS, AND SUPPLEMENTAL ACTIVITIES FOR LESSONS 12 THROUGH 21. PRETEST AND POSTTEST KEYS ARE ALSO INCLUDED. PART II OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY AS IT IS USED WITH THE COMBINATION JOURNAL AND SUBSIDIARY LEDGERS. IT ALSO ACQUAINTS THE STUDENT WITH PAYROLL PROCEDURES AND DATA PROCESSING FOR ACCOUNTING. (NJ)

VT 102 087  
FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, LEARNER  
PACKET-PART I. A SPEC UNIT FOR THE  
10TH, 11TH, OR 12TH GRADE. A CAREER  
EDUCATION UNIT (AN EDITED  
DEVELOPMENTAL DRAFT).

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 122P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 086 AND VT  
102 088 THRU VT 102 092.

DESCRIPTORS - \*ACCOUNTING; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
INDIVIDUALIZED INSTRUCTION; \*STUDY  
GUIDES; CLERICAL OCCUPATIONS; PILOT  
PROJECTS

ABSTRACT - THIS LEARNER PACKET IS PART OF A UNIT FOR GRADES 10, 11, AND 12, DESIGNED FOR INDIVIDUALIZED PROGRESSION IN PREPARING STUDENTS FOR ENTRY INTO THE OCCUPATION OF ACCOUNTING CLERK. THE COMPLETE UNIT

CONSISTS OF FOUR PACKETS, EACH WITH TWO PARTS: INSTRUCTOR PACKET, LEARNER PACKET, EXERCISE AND WORKSHEET PACKET, AND TEST PACKET. THE LEARNER PACKET CONTAINS VOCABULARY, SUGGESTED LESSON TIME, SELF-CHECK KEYS, AND WORKSHEETS FOR LESSONS 1 THROUGH 11. PART I OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY FOUND IN THE ACCOUNTING CYCLE. (NJ)

VT 102 088  
FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, LEARNER  
PACKET-PART II. A SPEC UNIT FOR THE  
10TH, 11TH, OR 12TH GRADE. A CAREER  
EDUCATION UNIT (AN EDITED  
DEVELOPMENTAL DRAFT).

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 118P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 087 AND VT  
102 089 THRU VT 102 092.

DESCRIPTORS - \*ACCOUNTING; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
INDIVIDUALIZED INSTRUCTION; \*STUDY  
GUIDES; PILOT PROJECTS; CLERICAL  
OCCUPATIONS

ABSTRACT - THIS LEARNER PACKET IS PART OF A UNIT FOR GRADES 10, 11, AND 12, DESIGNED FOR INDIVIDUALIZED PROGRESSION IN PREPARING THE STUDENT FOR ENTRY INTO THE OCCUPATION OF ACCOUNTING CLERK. THE COMPLETE UNIT CONSISTS OF FOUR PACKETS, EACH WITH TWO PARTS: INSTRUCTOR PACKET, LEARNER PACKET, EXERCISE AND WORKSHEET PACKET, AND TEST PACKET. THE LEARNER PACKET CONTAINS VOCABULARY, SUGGESTED LESSON TIME, SELF-CHECK KEYS, AND WORKSHEETS FOR LESSONS 12 THROUGH 21. PART II OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY AS IT IS USED WITH THE COMBINATION AND SUBSIDIARY LEDGERS. IT ALSO ACQUAINTS THE STUDENT WITH PAYROLL PROCEDURES AND DATA PROCESSING FOR ACCOUNTING. (NJ)

VT 102 089

FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, EXERCISE  
AND WORKSHEET PACKET-PART I.

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 25P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 088 AND VT  
102 090 THRU VT 102 092.

DESCRIPTORS - \*ACCOUNTING; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
INDIVIDUALIZED INSTRUCTION;  
\*WORKSHEETS; PILOT PROJECTS;  
CLERICAL OCCUPATIONS

ABSTRACT - THIS EXERCISE AND  
WORKSHEET PACKET IS PART OF A UNIT  
FOR GRADES 10, 11, AND 12, DESIGNED  
FOR INDIVIDUALIZED PROGRESSION IN  
PREPARING STUDENTS FOR ENTRY INTO  
THE OCCUPATION OF ACCOUNTING CLERK.  
THE COMPLETE UNIT CONSISTS OF FOUR  
PACKETS, EACH WITH TWO PARTS:  
INSTRUCTOR PACKET, LEARNER PACKET,  
EXERCISE AND WORKSHEET PACKET, AND  
TEST PACKET. THE EXERCISE AND  
WORKSHEET PACKET CONTAINS A COPY OF  
EVERY WORKSHEET IN THE LEARNER  
PACKET FOR LESSONS 1 THROUGH 11 SO  
THAT THE INSTRUCTOR CAN DUPLICATE  
THESE PAGES IF THE PACKET IS TO BE  
SAVED FOR OTHER LEARNERS. PART I OF  
THE UNIT IS CONCERNED WITH THE  
BASIC ACCOUNTING THEORY FOUND IN  
THE ACCOUNTING CYCLE. (NJ)

VT 102 090  
FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, EXERCISE  
AND WORKSHEET PACKET-PART II.

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 27P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 089 AND VT  
102 091 THRU VT 102 092.

DESCRIPTORS - \*ACCOUNTING; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
INDIVIDUALIZED INSTRUCTION;  
\*WORKSHEETS; CLERICAL OCCUPATIONS

ABSTRACT - THIS EXERCISE AND  
WORKSHEET PACKET IS PART OF A UNIT  
FOR GRADES 10, 11, AND 12, DESIGNED  
FOR INDIVIDUALIZED PROGRESSION IN  
PREPARING STUDENTS FOR ENTRY INTO  
THE OCCUPATION OF ACCOUNTING CLERK.  
THE COMPLETE UNIT CONSISTS OF FOUR  
PACKETS, EACH WITH TWO PARTS:  
INSTRUCTOR PACKET, LEARNER PACKET,  
EXERCISE AND WORKSHEET PACKET, AND  
TEST PACKET. THE EXERCISE AND  
WORKSHEET PACKET CONTAINS A COPY OF  
EVERY WORKSHEET IN THE LEARNER  
PACKET FOR LESSONS 12 THROUGH 21 SO  
THAT THE INSTRUCTOR CAN DUPLICATE  
THESE PAGES IF THE PACKET IS TO BE  
SAVED FOR OTHER LEARNERS. PART II  
OF THE UNIT IS CONCERNED WITH THE  
BASIC ACCOUNTING THEORY AS IT IS  
USED WITH THE COMBINATION JOURNAL  
AND SUBSIDIARY LEDGERS. IT ALSO  
ACQUAINTS THE STUDENT WITH PAYROLL  
PROCEDURES AND DATA PROCESSING FOR  
ACCOUNTING. (NJ)

VT 102 091  
FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, TEST  
PACKET-PART I.

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 61P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 090 AND VT  
102 092.

DESCRIPTORS - \*TESTS; \*PRETESTS;  
\*POST TESTING; \*ACCOUNTING; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
CLERICAL OCCUPATIONS; PILOT  
PROJECTS

ABSTRACT - THIS TEST PACKET IS PART  
OF A UNIT FOR GRADES 10, 11, AND  
12, DESIGNED FOR INDIVIDUALIZED  
PROGRESSION IN PREPARING STUDENTS  
FOR ENTRY INTO THE OCCUPATION OF  
ACCOUNTING CLERK. THE COMPLETE UNIT  
CONSISTS OF FOUR PACKETS, EACH WITH  
TWO PARTS: INSTRUCTOR PACKET,  
LEARNER PACKET, EXERCISE AND  
WORKSHEET PACKET, AND TEST PACKET.  
THE TEST PACKET CONTAINS BOTH  
PRETESTS AND POSTTESTS FOR LESSONS



1 THROUGH 12. PART I OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY FOUND IN THE ACCOUNTING CYCLE. (NJ)

VT 102 092

FOSTER, BRIAN, AND OTHERS  
ACCOUNTING CLERK GUIDE, TEST  
PACKET-PART II.

MESA PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - JUN73 131P.; SEE  
RELATED DOCUMENTS IN THIS ISSUE AS  
VT 102 085 THRU VT 102 091.

DESCRIPTORS - \*ACCOUNTING; \*TESTS;  
\*PRETESTS; \*POST TESTING;  
INDIVIDUALIZED INSTRUCTION; UNIT  
PLAN; HIGH SCHOOL STUDENTS;  
CLERICAL OCCUPATIONS; PILOT  
PROJECTS

ABSTRACT - THIS TEST PACKET IS PART OF A UNIT FOR GRADES 10, 11, AND 12, DESIGNED FOR INDIVIDUALIZED PROGRESSION IN PREPARING THE STUDENT FOR ENTRY INTO THE OCCUPATION OF ACCOUNTING CLERK. THE COMPLETE UNIT CONSISTS OF FOUR PACKETS, EACH WITH TWO PARTS: INSTRUCTOR PACKET, LEARNER PACKET, EXERCISE AND WORKSHEET PACKET, AND TEST PACKET. THE TEST PACKET CONTAINS BOTH PRETESTS AND POSTTESTS FOR LESSONS 12 THROUGH 21. PART II OF THE UNIT IS CONCERNED WITH THE BASIC ACCOUNTING THEORY AS IT IS USED IN THE COMBINATION JOURNAL AND SUBSIDIARY LEDGERS. IT ALSO ACQUAINTS THE STUDENT WITH PAYROLL PROCEDURES AND DATA PROCESSING FOR ACCOUNTING. (NJ)

VT 102 093

JOHNSON, W. JULIUS  
CAREERS CALLING-SIXTH GRADE. A  
CAREER EDUCATION INSTRUCTIONAL UNIT  
(DEVELOPMENTAL DRAFT).

ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - MAY74 102P.

DESCRIPTORS - \*CAREER AWARENESS;  
\*CURRICULUM; \*CAREER EDUCATION;  
GRADE 6; \*TEACHING GUIDES;  
DEVELOPMENTAL PROGRAMS  
IDENTIFIERS - ARIZONA

ABSTRACT - THIS DEVELOPMENTAL UNIT, INTENDED TO BECOME PART OF A TOTAL K-12 CAREER EDUCATION CURRICULUM, IS DESIGNED FOR USE AT THE GRADE 6 LEVEL. IT FOLLOWS AN INTERDISCIPLINARY APPROACH TO SUBJECT MATTER, WITH THE PRIMARY FOCUS IN THE SOCIAL STUDIES AREA. PROVIDING APPROXIMATELY 20-25 HOURS OF INSTRUCTION, THE UNIT LENDS ITSELF TO THE SELF-CONTAINED CLASSROOM OR A TEAM TEACHING SITUATION. THE STUDENT IS SHOWN THAT DIFFERENT OCCUPATIONS REQUIRE DIFFERENT COMPETENCIES, APPEAL TO DIFFERENT PERSONALITIES, AND OFFER DIFFERENT BENEFITS. THE LEARNER IDENTIFIES AND RELATES HIS MAJOR AREA OF INTEREST TO VARIOUS OCCUPATIONS. PRECEDING THE MAIN BODY OF EACH OF THE TEN LESSONS ARE THE CONCEPTS, ESTIMATED TIME, VOCABULARY, REQUIRED RESOURCES, AND INSTRUCTOR PREPARATION TASKS. PREPARED WORKSHEETS ENABLE THE INSTRUCTOR TO MAKE A TRANSPARENCY OR DITTO MASTER OR USE A PAGE OF THE UNIT WITH THE OPAQUE PROJECTOR. INSTRUCTOR STRATEGIES FOR ROLE PLAYING, SPEAKERS, AND FIELD TRIPS ARE PRESENTED IN THE APPENDIX ALONG WITH A LIST OF SUPPLEMENTARY MATERIALS. A BIBLIOGRAPHY IS ALSO INCLUDED. (NJ)

VT 102 094

MCCORMICK, SANDRA  
READING, WRITING, AND NUMBERING-  
KINDERGARTEN. A CAREER EDUCATION  
INSTRUCTIONAL UNIT (DEVELOPMENTAL  
DRAFT).

ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - FEB73 92P.

DESCRIPTORS - \*CURRICULUM; CAREER  
EDUCATION; KINDERGARTEN; \*TEACHING  
GUIDES; DEVELOPMENTAL PROGRAMS;  
\*READING; \*WRITING; \*NUMBERS  
IDENTIFIERS - ARIZONA

**ABSTRACT - THIS DEVELOPMENTAL UNIT, INTENDED TO BECOME PART OF A TOTAL K-12 CAREER EDUCATION CURRICULUM, IS DESIGNED FOR USE AT THE KINDERGARTEN LEVEL. THE OVERALL PURPOSE IS TO PROMOTE IN THE LEARNER AN UNDERSTANDING THAT THE THREE BASIC SKILLS HE IS ACQUIRING IN SCHOOL ARE RELEVANT TO THOSE REQUIRED IN EVERYDAY LIFE. THE UNIT PROVIDES APPROXIMATELY TEN HOURS OF INSTRUCTION AND CONSISTS OF EIGHT LESSONS. KEY ITEMS INTRODUCING EACH LESSON ARE THE CONCEPTS, ESTIMATED TIME, VOCABULARY, REQUIRED RESOURCES, AND INSTRUCTOR PREPARATION TASKS. THE LESSONS INCLUDE DETAILED DESCRIPTIONS OF THE ACTIVITIES, SAMPLE QUESTIONS AND RESPONSES, AND TASKS ALLOWING FOR PRACTICE OF THE DESIRED OUTCOME. ASSESSMENT PROCEDURES ARE ALSO INCLUDED TO HELP THE INSTRUCTOR DETERMINE THE LEVEL OF ACHIEVEMENT OF THE PERFORMANCE OBJECTIVES. (NJ)**

**VT 102 095**

**RUDOLPH, TAWN, AND OTHERS. TOOLS FOR TOIL. AN INSTRUCTIONAL UNIT. THE 3 R'S PLUS CAREER EDUCATION. (DEVELOPMENTAL DRAFT). KINDERGARTEN.**

**ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. DOCUMENT NOT AVAILABLE IN MF OR HC. DEC-0-73-6370 PUB DATE - MAY73 174P.**

**DESCRIPTORS - \*KINDERGARTEN; \*CAREER AWARENESS; \*TEACHING GUIDES; LANGUAGE ARTS; ART; SOCIAL STUDIES; CAREER EDUCATION; INSTRUCTIONAL MATERIALS**

**ABSTRACT - THE PRIMARY INTENT OF THIS UNIT IS TO CREATE AN AWARENESS OF THE WIDE VARIETY OF TOOLS, EQUIPMENT, AND MATERIALS USED IN THE WORLD OF WORK. IT IS ALSO INTENDED TO ACQUAINT THE KINDERGARTEN LEARNER WITH THE EARLY CONCEPTION AND DEVELOPMENT OF TOOLS, TO PROMOTE AN UNDERSTANDING OF HOW THEY HAVE INCREASED MAN'S EFFICIENCY, SKILLFULNESS, AND**

**PRODUCTIVITY. THE LEARNER IS ENCOURAGED TO ENVISION HIMSELF AS A WORKER, USING TOOLS, EQUIPMENT, AND MATERIALS IN HIS JOB IN THE CLASSROOM SETTING AND AT HOME. (AUTHOR)**

**VT 102 096**

**STEELE, RUTH COMMUNICATIVE SKILLS - 9. AN ENGLISH COURSE FOR CAREER-ORIENTED STUDENTS.**

**LITTLE ROCK PUBLIC SCHOOLS, ARK. ARKANSAS STATE DEPT. OF EDUCATION, LITTLE ROCK. DOCUMENT NOT AVAILABLE IN MF OR HC. PUB DATE - 73 245P.; RELATED DOCUMENT IN THIS ISSUE AS VT 102 097.**

**DESCRIPTORS - \*GRADE 9; \*COMMUNICATION SKILLS; \*ENGLISH EDUCATION; \*PREVOCATIONAL EDUCATION; \*CAREER EDUCATION; TEXTBOOKS; INSTRUCTIONAL MATERIALS IDENTIFIERS - CAREER EXPLORATION; LITTLE ROCK; ARKANSAS**

**ABSTRACT - WRITTEN ESPECIALLY FOR CAREER-ORIENTED STUDENTS, THIS ENGLISH TEXT IS INTENDED TO HELP STUDENTS LEARN TO USE THEIR LANGUAGE IN ORDER TO THINK CREATIVELY, ORIGINALLY, AND CONSTRUCTIVELY IN THE WORLD OF WORK AS WELL AS IN THEIR PERSONAL LIVES. THE FIRST OF THE FOUR TEXTBOOKS, THIS BOOK IS PRE-VOCATIONAL PRESENTING MANY OF THE CONCEPTS ESSENTIAL TO HELPING STUDENTS USE THE LANGUAGE TO CONDUCT VITAL CAREER-EXPLORATORY ACTIVITIES BEFORE THEY MAKE A CAREER CHOICE IN GRADES 10 OR 11. UNIT HEADINGS ARE LANGUAGE AND CAREERS, THE SKILL OF COMMUNICATION, THE ART OF COMMUNICATION, AND THE USES OF LANGUAGE. SIX WORKSHEETS WHICH ADDRESS PUNCTUATION PROBLEMS ARE INCLUDED. (LJ)**

**VT 102 097**

**STEELE, RUTH COMMUNICATIVE SKILLS - 11. AN ENGLISH COURSE FOR CAREER-ORIENTED STUDENTS.**

LITTLE ROCK PUBLIC SCHOOLS, ARK.  
 ARKANSAS STATE DEPT. OF EDUCATION,  
 LITTLE ROCK.  
 DOCUMENT NOT AVAILABLE IN MF OR HC.  
 PUB DATE - 72 262P.; RELATED  
 DOCUMENT IN THIS ISSUE AS VT 102  
 096.

DESCRIPTORS - \*GRADE 11;  
 \*COMMUNICATION SKILLS; \*ENGLISH  
 EDUCATION; \*VOCATIONAL EDUCATION;  
 \*CAREER EDUCATION; TEXTBOOKS;  
 INSTRUCTIONAL MATERIALS  
 IDENTIFIERS - LITTLE ROCK; ARKANSAS

ABSTRACT - THIS TEXT PRESENTS AN  
 ENGLISH COURSE FOR VOCATIONAL  
 STUDENTS WHO ARE BEGINNING  
 SPECIALIZED TRAINING IN THE CAREER  
 FIELD OF THEIR CHOICE. IT IS  
 INTENDED TO BENEFIT STUDENTS WHO  
 WISH TO PREPARE THEMSELVES FOR  
 DIRECT ENTRY INTO A TECHNOLOGICAL  
 WORLD, NOT ONLY AS HIGHLY COMPETENT  
 WORKERS, BUT ALSO AS ARTICULATE,  
 PRECISE USERS OF THEIR LANGUAGE.  
 UNIT HEADINGS ARE: THE PROCESS OF  
 COMMUNICATION, COMMUNICATION IN  
 ACTION, AND PROFILE OF AMERICA.  
 (AUTHOR/LJ)

VT 102 098  
 WARD, DALE E., ED.  
 CAREERS. A DIRECTORY OF VOCATIONAL  
 AND TECHNICAL TRAINING RESOURCES IN  
 OREGON. A COOPERATIVE PROJECT OF  
 THE PUBLIC AND PRIVATE VOCATIONAL,  
 TECHNICAL AND COUNSELING RESOURCES  
 IN THE STATE OF OREGON.

OREGON COMMISSION ON CAREER  
 EDUCATION.  
 DOCUMENT NOT AVAILABLE IN MF OR HC.  
 GRAPHIC ARTS CENTER, 2000 N. W.  
 WILSON ST., PORTLAND, OREGON 97209.  
 PUB DATE - 72 98P.; 1973  
 EDITION.

DESCRIPTORS - DIRECTORIES;  
 \*EDUCATIONAL OPPORTUNITIES;  
 \*OCCUPATIONAL INFORMATION;  
 \*VOCATIONAL SCHOOLS; \*TECHNICAL  
 INSTITUTES; COMMUNITY COLLEGES;  
 \*JOB TRAINING  
 IDENTIFIERS - \*OREGON

ABSTRACT - THE NEED FOR A GUIDE FOR  
 THOSE READY TO ENTER AND REENTER

THE LABOR MARKET WAS IDENTIFIED BY  
 A GROUP CONCERNED WITH CAREER  
 EDUCATION IN OREGON. THE GROUP  
 CONSISTED OF REPRESENTATIVES OF  
 PRIVATE VOCATIONAL SCHOOLS,  
 COMMUNITY COLLEGES, THE OREGON  
 BOARD OF EDUCATION, VOCATIONAL  
 REHABILITATION AND SECONDARY SCHOOL  
 COUNSELORS, AND THE OREGON STATE  
 SYSTEM OF HIGHER EDUCATION. THE  
 GROUP COMPRISED THE NUCLEUS FOR THE  
 OREGON COMMISSION ON CAREER  
 EDUCATION. THIS PUBLICATION  
 STRESSES THE BELIEF THAT LAUNCHING  
 A CAREER BEGINS WITH SELF-  
 APPRAISAL, CONTINUES WITH CAREER  
 SELECTION AND JOB TRAINING, AND  
 CONCLUDES WITH JOB ENTRY - THE  
 PROCESS BEING REPEATED AS OFTEN AS  
 NECESSARY DURING THE CAREER.  
 CONTENTS INCLUDE: GETTING TO KNOW  
 YOURSELF (PERSONAL QUESTIONNAIRE  
 AND ANALYSIS); PICKING THE RIGHT  
 CAREER (OCCUPATION DESCRIPTIONS);  
 CHOOSING THE RIGHT TRAINING SCHOOL  
 (DIRECTORY OF TRAINING SCHOOLS);  
 AND GETTING THE JOB YOU WANT (TIPS  
 ON JOB SEARCH). (AUTHOR/MF)

VT 102 099  
 RESOURCE UNIT FOR FAMILY LIFE  
 EDUCATION, LEVEL 12. (SUPPLEMENT TO  
 THE CURRICULUM GUIDE FOR HOME  
 ECONOMICS PERSONAL DEVELOPMENT AND  
 FAMILY LIVING, GRADE 12).

CHICAGO BOARD OF EDUCATION, ILL.  
 DOCUMENT NOT AVAILABLE IN MF OR HC.  
 PUB DATE - 70 67P.

DESCRIPTORS - \*RESOURCE UNITS;  
 \*FAMILY LIFE EDUCATION; \*CURRICULUM  
 GUIDES; \*HOME ECONOMICS EDUCATION;  
 GRADE 12

ABSTRACT - THIS RESOURCE UNIT FOR  
 FAMILY LIFE EDUCATION IS DESIGNED  
 TO HELP CHILDREN UNDERSTAND AND  
 APPRECIATE THE PHYSICAL, EMOTIONAL,  
 AND SOCIAL ASPECTS OF HUMAN GROWTH  
 AND DEVELOPMENT WITH PARTICULAR  
 EMPHASIS ON AREAS RELATED TO  
 SEXUALITY AND SOCIAL AND FAMILY  
 RELATIONSHIPS. THE DOCUMENT  
 DISCUSSES GOALS AND OBJECTIVES, AND  
 PRESENTS AN OVERVIEW OF A FAMILY  
 LIFE EDUCATION CURRICULUM.  
 SUPPLEMENTARY MATERIAL FOR FOUR OF

THE FIVE UNITS IN THE CURRICULUM GUIDE FOR HOME ECONOMICS PERSONAL DEVELOPMENT AND FAMILY LIVING GRADE 12, IS PROVIDED. THE UNITS ARE ORGANIZED BY CONCEPTS AND CONTENT AND LEARNING EXPERIENCES. SUGGESTED REFERENCES FOR BOTH STUDENTS AND TEACHERS IN THE AREA OF FAMILY LIFE EDUCATION IS INCLUDED. (AUTHOR/LJ)

VT 102 100

THE CAREER PLAN PROCESS. A CURRICULUM MODEL FOR ORIENTATION TO THE INDUSTRIAL RELATED OCCUPATIONS FOR GRADES NINE AND TEN.

SOUTHERN ILLINOIS UNIV., CARBONDALE. DEPT. OF OCCUPATIONAL EDUCATION.

ILLINOIS STATE OFFICE OF THE SUPERINTENDENT OF PUBLIC INSTRUCTION, SPRINGFIELD. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION. DOCUMENT NOT AVAILABLE IN MF OR HC. PUB DATE - 73 141P.

DESCRIPTORS - GRADE 9; GRADE 10; \*INSTRUCTIONAL MATERIALS; \*CURRICULUM DEVELOPMENT; CURRICULUM RESEARCH; TEACHING GUIDES; CAREER EDUCATION; \*INDUSTRIAL ARTS IDENTIFIERS - CAREER ORIENTATION; CAREER EXPLORATION

ABSTRACT - THIS DOCUMENT, WHOSE PAGES ARE NOT NUMBERED, REPORTS THAT THE CULMINATION OF THE INDUSTRIAL CLUSTER'S 12-MONTH RESEARCH GRANT WAS THE CAREER PLAN PROCESS MODEL. THIS PROCESS ORIENTED MODEL IS A VEHICLE TO FACILITATE OCCUPATIONAL ORIENTATION AND EXPLORATION AND CONSISTS OF A SELF-DIRECTED EXPLORATION OF A WIDE RANGE OF INDUSTRIAL OCCUPATIONS. THIS DOCUMENT PRESENTS INFORMATION ABOUT THE PROJECT, INCLUDING PROGRAM NARRATIVE, TIME TABLE, PARTICIPANTS, AND RESOURCE PERSONS. EVALUATIVE DATA AND THE RESEARCH BASE ARE ALSO PRESENTED. THE MATERIALS DEVELOPED SECTION BEGINS WITH A CAREER PLANNING GUIDE FOR INDUSTRIAL RELATED OCCUPATIONS AT THE GRADE 9 LEVEL. (LJ)

VT 102 101

SPANN, MARGARET; COWAN, CONNIE

LIFE SCIENCE. A CURRICULUM GUIDE.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER. DOCUMENT NOT AVAILABLE IN MF OR HC. PUB DATE - 74 450P.

DESCRIPTORS - \*CURRICULUM GUIDES; \*BIOLOGICAL SCIENCES; \*SCIENCE ACTIVITIES; \*HANDICAPPED STUDENTS; \*DISADVANTAGED YOUTH; ECOLOGY; HEREDITY; HUMAN BODY; NUTRITION; DISEASE CONTROL; LEARNING ACTIVITIES IDENTIFIERS - OKLAHOMA

ABSTRACT - THE LIFE SCIENCE CURRICULUM IS DESIGNED TO PROMOTE THE DEVELOPMENT OF HEALTHY LIVING HABITS. EMPHASIS IS PLACED ON PROBLEMS OF MAJOR CONCERN IN THE DAILY LIFE OF STUDENTS AND ON SIGNIFICANT PROBLEMS IN MODERN SOCIETY. THE CURRICULUM IS DESIGNED FOR STUDENTS ENROLLED IN THE COORDINATED VOCATIONAL EDUCATION AND TRAINING FOR DISADVANTAGED AND HANDICAPPED YOUTH PROGRAM TO FULFILL THE LABORATORY SCIENCE COURSE REQUIREMENT FOR GRADUATION FROM OKLAHOMA HIGH SCHOOLS. THE CURRICULUM IS DIVIDED INTO SEVEN AREAS: (1) INTRODUCTION, (2) HOW THE BODY WORKS, (3) FOOD AND LIFE, (4) BEHAVIOR, (5) DISEASE CONTROL, (6) HEREDITY, AND (7) ECOLOGY. EACH AREA CONSISTS OF ONE OR MORE UNITS OF INSTRUCTION. EACH INSTRUCTIONAL UNIT INCLUDES BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHERS AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, JOB SHEETS, VISUAL AIDS, TESTS AND ANSWERS TO TESTS. (VA)

VT 102 102

ROBINSON, MARY  
CAREER EDUCATION SCIENCE. UNITS FOR CAREER EXPLORATION IN SIXTH, SEVENTH OR EIGHTH GRADE.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. CURRICULUM AND INSTRUCTIONAL MATERIALS CENTER. OFFICE OF EDUCATION (DHEW),



WASHINGTON, D.C.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - 74 126P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*SCIENCE CURRICULUM; \*GRADE 6;  
\*GRADE 7; \*GRADE 8; MANUFACTURING;  
COMMUNICATIONS; TRANSPORTATION;  
HEALTH OCCUPATIONS; AGRIBUSINESS  
IDENTIFIERS - CAREER EXPLORATION;  
OKLAHOMA

ABSTRACT - BASED ON THE BELIEF THAT STUDENT MOTIVATION IS INCREASED BY MAKING CURRICULUM MORE RELEVANT TO CAREER NEEDS, THIS PUBLICATION WAS DESIGNED TO INFUSE CAREER EDUCATION CONCEPTS INTO THE MAJOR SUBJECT AREA OF SCIENCE. THE SCIENCE CURRICULUM AIDS THE CLASSROOM TEACHER IN EMPHASIZING THE CONTRIBUTION THAT SCIENCE CAN MAKE TO A SUCCESSFUL CAREER IN FIVE MAJOR OCCUPATIONAL AREAS: (1) MANUFACTURING, (2) COMMUNICATIONS, (3) TRANSPORTATION, (4) HEALTH, AND (5) AGRIBUSINESS. EXPOSURE TO BASIC CAREER EDUCATION CONCEPTS IS ACCOMPLISHED BY HANDS-ON ACTIVITIES, FIELD TRIPS, WORK OBSERVATIONS, ROLE PLAYING, AND SIMULATIONS. THE CURRICULUM IS COMPRISED OF FIVE INSTRUCTIONAL UNITS WHICH ADDRESS EACH OF THE MAJOR OCCUPATIONAL CLUSTERS. THE INSTRUCTIONAL UNITS INCLUDE THE FOLLOWING TOPICS: (1) THE SCIENTIFIC METHOD FOR RESEARCH, (2) SYSTEMS ANALYSIS, (3) AIR TRANSPORTATION, (4) MEDICAL ASSISTANT, AND (5) ENERGY FROM NATURAL RESOURCES. EACH INSTRUCTIONAL UNIT INCLUDES BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHERS AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO TESTS. MOST UNITS ARE PLANNED FOR TEN HOURS OF INSTRUCTION. (VA)

VT 102 103  
ROBINSON, MARY  
CAREER EDUCATION MATH. UNITS FOR  
CAREER EXPLORATION IN SIXTH,  
SEVENTH OR EIGHTH GRADE.

OKLAHOMA STATE DEPT. OF VOCATIONAL

AND TECHNICAL EDUCATION,  
STILLWATER. CURRICULUM AND  
INSTRUCTIONAL MATERIALS CENTER.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
PUB DATE - 74 152P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*MATHEMATICS CURRICULUM; \*GRADE 6;  
\*GRADE 7; \*GRADE 8; TRANSPORTATION;  
COMMUNICATIONS; MANUFACTURING;  
HEALTH OCCUPATIONS; OFFICE  
OCCUPATIONS  
IDENTIFIERS - CAREER EXPLORATION;  
OKLAHOMA

ABSTRACT - TO ENHANCE THE LEARNING OF SUBJECT MATTER SKILLS, CAREER EDUCATION CONCEPTS WERE INCORPORATED INTO THE INSTRUCTIONAL UNITS FOR THIS MATHEMATICS CURRICULUM. AN OCCUPATIONAL CLUSTER IS IDENTIFIED WITH EACH UNIT AS MATHEMATICS IN: (1) "SHIPPERS OF HOUSEHOLD GOODS", (2) COMMUNICATION - "THE COMPUTER", (3) MANUFACTURING - "METRIC MEASURE", (4) HEALTH - "HOSPITAL WORKERS", AND (5) BUSINESS AND OFFICE - "STATISTICS FOR DECISION MAKING". THE MATERIALS ARE DESIGNED TO AID THE STUDENTS IN THE EXPLORATION PHASE OF CAREER EDUCATION. EACH INSTRUCTIONAL UNIT INCLUDES BEHAVIORAL OBJECTIVES, SUGGESTED ACTIVITIES FOR TEACHER AND STUDENTS, INFORMATION SHEETS, ASSIGNMENT SHEETS, VISUAL AIDS, TESTS, AND ANSWERS TO THE TESTS. MOST UNITS ARE PLANNED FOR APPROXIMATELY TEN HOURS OF INSTRUCTION. (VA)

VT 102 104  
MOON, DONALD E.  
A GUIDE TO THE PLANNING OF  
INDUSTRIAL ARTS FACILITIES. 24TH  
YEARBOOK.

AMERICAN COUNCIL ON INDUSTRIAL ARTS  
TEACHER EDUCATION, WASHINGTON, D.C.  
DOCUMENT NOT AVAILABLE IN MF OR HC.  
MCKNIGHT PUBLISHING CO.,  
BLOOMINGTON, ILL. 61701  
PUB DATE - 75 184P.

DESCRIPTORS - \*FACILITY PLANNING;  
\*INDUSTRIAL EDUCATION; INDUSTRIAL

ARTS; \*YEARBOOKS; \*GUIDES

ABSTRACT - THE PURPOSE OF THIS YEARBOOK IS TO PROVIDE GUIDELINES FOR THE INDUSTRIAL ARTS FACILITY PLANNER. THE YEARBOOK PROVIDES A DISCUSSION OF THE TERMINOLOGY, STATUS, AND TRENDS RELEVANT TO INDUSTRIAL ARTS EDUCATION; A SEQUENTIAL DEVELOPMENT SYSTEM FOR THE PLANNING OF INDUSTRIAL ARTS FACILITIES; THE PRINCIPLES RELATIVE TO THE PLANNING OF FACILITIES; THE PLANNING FOR EFFECTIVE MANAGEMENT AND ORGANIZATION OF INDUSTRIAL ARTS FACILITIES; AND THE FACILITY NEEDS TO IMPLEMENT SOME OF THE INNOVATIVE INDUSTRIAL EDUCATION PROGRAMS THAT HAVE COME ABOUT IN THE PAST TWO DECADES. IN THE APPENDIX, CHECK LIST FORMS ARE PROVIDED TO HELP THE PLANNER TO DETERMINE THE PROGRAM REQUIREMENTS, TO EVALUATE THE FACILITY, AND TO SYSTEMATICALLY ANALYZE THE SAFETY CONDITIONS OF THE FACILITIES. (AUTHOR)

VT 102 105

PARADY, W. HAROLD; COLVIN, THOMAS S.  
FUELS AND LUBRICANTS. SELECTING AND STORING.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.

DOCUMENT NOT AVAILABLE IN MF OR HC.  
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS,  
ENGINEERING CENTER, ATHENS, GA.  
30602.

PUB DATE - JUL73 57P.

DESCRIPTORS - \*MANUALS; \*FUELS;  
\*EQUIPMENT MAINTENANCE;  
\*LUBRICANTS; MACHINE REPAIRMEN;  
MECHANICAL EQUIPMENT; AUTO  
MECHANICS (OCCUPATION); FARM  
MECHANICS (OCCUPATION)

ABSTRACT - THIS MANUAL PRESENTS BASIC INFORMATION FOR THE PERSON WHO PLANS TO OPERATE OR SERVICE TRACTORS, TRUCKS, INDUSTRIAL ENGINES, AND AUTOMOBILES. IT TELLS HOW TO SELECT THE PROPER FUELS AND LUBRICANTS AND HOW TO STORE THEM PROPERLY. ALTHOUGH THERE ARE NO

PREREQUISITES TO THE STUDY OF THIS TEXT, A GENERAL KNOWLEDGE OF ENGINES AND MOBILE-TYPE VEHICLES IS HELPFUL. (AUTHOR/NJ)

VT 102 106

BRYANT, J.G., AND OTHERS  
FARM TRACTOR TUNE-UP AND SERVICE SPECIFICATIONS.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.

DOCUMENT NOT AVAILABLE IN MF OR HC.  
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS,  
ENGINEERING CENTER, ATHENS, GA.  
30602.

PUB DATE - 72 94P.

DESCRIPTORS - \*TRACTORS; \*EQUIPMENT MAINTENANCE; \*MECHANICS (PROCESS); AGRICULTURAL MACHINERY; TABLES (DATA); INSTRUCTIONAL MATERIALS

ABSTRACT - TUNE-UP AND SERVICE SPECIFICATIONS FOR MAJOR TRACTOR MANUFACTURERS ARE PRESENTED IN THIS HANDBOOK. IN ADDITION, THE FOLLOWING TABLES ARE INCLUDED: (1) SPARK PLUG HEAT-RANGE COMPARISONS, (2) FREEZING PROTECTION, (3) PRESSURES FOR FARM TRACTOR TIRES, (4) USE OF CALCIUM CHLORIDE FOR LIQUID WEIGHTING, (5) COMPARISONS OF AMERICAN PETROLEUM INSTITUTE SERVICE CLASSIFICATIONS OF CRANKCASE OILS, (6) CAMDWELL ANGLE FOR TRACTORS WITH DISTRIBUTOR-IGNITION SYSTEMS, AND (7) TRACTOR PTO HORSEPOWER. (VA)

VT 102 107

TURNER, J. HOWARD; SMITH, GEORGE W.  
BUILDING FENCES.

AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS, ATHENS, GA.

DOCUMENT NOT AVAILABLE IN MF OR HC.  
AMERICAN ASSOCIATION FOR VOCATIONAL INSTRUCTIONAL MATERIALS,  
ENGINEERING CENTER, ATHENS, GA.  
30602.

PUB DATE - 74 100P.

DESCRIPTORS - \*CONSTRUCTION (PROCESS); \*MANUALS; INSTRUCTIONAL

MATERIALS; \*VOCATIONAL EDUCATION;  
STUDY GUIDES; ADULT FARMER  
EDUCATION  
IDENTIFIERS - \*FENCE BUILDING

ABSTRACT - THE OBJECTIVE OF THIS  
MANUAL IS TO HELP THE STUDENT  
BECOME PROFICIENT IN THE SKILLS  
REQUIRED IN THE BUILDING OF FENCES.  
THE PROCEDURAL STEPS ARE  
ILLUSTRATED AND THE BOOK IS  
DEVELOPED INTO A SELF-STUDY UNIT.  
BY FOLLOWING THE STEPS, THE STUDENT  
CAN PERFORM THE VARIOUS TASKS WITH  
A MINIMUM OF ASSISTANCE FROM THE  
TEACHER. (AUTHOR/NJ)

VT 102 108

FORE, J.M., AND OTHERS  
TRACTOR OPERATION AND DAILY CARE.

AMERICAN ASSOCIATION FOR VOCATIONAL  
INSTRUCTIONAL MATERIALS, ATHENS,  
GA.

DOCUMENT NOT AVAILABLE IN MF OR HC.  
AMERICAN ASSOCIATION FOR VOCATIONAL  
INSTRUCTIONAL MATERIALS,  
ENGINEERING CENTER, ATHENS, GA.  
30602.

PUB DATE - JUN70 124P.

DESCRIPTORS - AGRICULTURAL  
EDUCATION; \*EQUIPMENT MAINTENANCE;  
\*AGRICULTURAL MACHINERY; \*MANUALS;  
AGRICULTURAL SAFETY; MOTOR  
VEHICLES; \*FARM MECHANICS  
(OCCUPATION)  
IDENTIFIERS - \*TRACTORS

ABSTRACT - WRITTEN FOR THE TRACTOR  
OPERATOR, THIS MANUAL DESCRIBES THE  
TASKS INVOLVED IN THE PROPER  
OPERATION AND DAILY MAINTENANCE OF  
TRACTORS. IT OFFERS EXPLANATIONS  
FOR THE DESIRABILITY OF THE VARIOUS  
SERVICING AND ADJUSTMENT  
OPERATIONS, AS WELL AS GUIDELINES  
FOR TRACTOR OPERATION AND SAFETY.  
THE INFORMATION PRESENTED IS  
DESIGNED TO HELP THE TRACTOR OWNER  
OR OPERATOR OBTAIN MAXIMUM SERVICE  
FROM HIS MACHINE FOR THE LEAST  
COST. (NJ)

VT 102 109

TURNER, J. HOWARD; ANDERSON, CARL  
L.  
PLANNING FOR AN IRRIGATION SYSTEM.

AMERICAN ASSOCIATION FOR VOCATIONAL  
INSTRUCTIONAL MATERIALS, ATHENS,  
GA.

DOCUMENT NOT AVAILABLE IN MF OR HC.  
AMERICAN ASSOCIATION FOR VOCATIONAL  
INSTRUCTIONAL MATERIALS,  
ENGINEERING CENTER, ATHENS, GA.  
30601.

PUB DATE - JUN71 109P.

DESCRIPTORS - VOCATIONAL  
AGRICULTURE; FARM MANAGEMENT;  
\*FACILITY PLANNING; \*AGRICULTURAL  
PRODUCTION; \*COST EFFECTIVENESS;  
\*CONTROLLED ENVIRONMENT; WATER  
RESOURCES; GUIDES  
IDENTIFIERS - IRRIGATION SYSTEMS

ABSTRACT - THIS PUBLICATION  
PRESENTS INFORMATION TO HELP THE  
FARMER WHO IS CONSIDERING THE  
INSTALLATION OF AN IRRIGATION  
SYSTEM DETERMINE WHETHER OR NOT TO  
IRRIGATE, THE TYPE OF SYSTEM TO  
USE, AND THE IRRIGATION COST AND  
RETURN ON INVESTMENT. INFORMATION  
IS PRESENTED ON THE INCREASE IN  
YIELD TO BE EXPECTED, MANAGEMENT  
PRACTICES THAT WILL MAKE IRRIGATION  
PROFITABLE, AND A COMPARISON OF THE  
DIFFERENT TYPES OF SYSTEMS. (NJ)

VT 102 110

MCGHEE, MAXIE B.; BENDER, RALPH E.  
ATTITUDES OF ADMINISTRATORS AND  
GUIDANCE COUNSELORS REGARDING  
VOCATIONAL AGRICULTURE.

OHIO STATE UNIV., COLUMBUS. DEPT.  
OF AGRICULTURAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 23P.

DESCRIPTORS - \*ADMINISTRATOR  
ATTITUDES; \*COUNSELOR ATTITUDES;  
\*VOCATIONAL AGRICULTURE; PROGRAM  
EVALUATION; \*SURVEYS  
IDENTIFIERS - WEST VIRGINIA

ABSTRACT - AN INVESTIGATION OF THE  
ATTITUDES OF ADMINISTRATORS AND  
GUIDANCE COUNSELORS REGARDING THE  
PROGRAM OF VOCATIONAL AGRICULTURE  
IN WEST VIRGINIA WAS CONDUCTED. TWO  
16-ITEM LIKERT-TYPE ATTITUDE SCALES  
WERE DEVELOPED FOR MEASURING

ATTITUDES TOWARD VOCATIONAL AGRICULTURE TEACHERS. THE LEVEL OF UNDERSTANDING REGARDING PRIMARY GOALS AND OBJECTIVES OF VOCATIONAL AGRICULTURE WAS ALSO MEASURED. THE POPULATION CONSISTED OF ALL SUPERINTENDENTS, PRINCIPALS, COUNTY VOCATIONAL DIRECTORS AND GUIDANCE COUNSELORS IN THOSE COUNTIES WITH PUBLIC JUNIOR AND SENIOR HIGH SCHOOLS AND VOCATIONAL SCHOOLS OFFERING VOCATIONAL AGRICULTURE. ONE HUNDRED PERCENT OF THE 257 INDIVIDUALS IN THE POPULATION RESPONDED TO THE QUESTIONNAIRE BETWEEN SEPTEMBER 1973 AND JANUARY 1974. ALL FOUR GROUPS HELD RELATIVELY FAVORABLE ATTITUDES TOWARD VOCATIONAL AGRICULTURE, WITH MEMBERS OF PROFESSIONAL ASSOCIATIONS REACTING SLIGHTLY MORE POSITIVELY AS A GROUP. ALL GROUPS WERE FAIRLY ACCURATE IN THEIR UNDERSTANDING OF THE GOALS AND OBJECTIVES OF VOCATIONAL AGRICULTURE. ALSO, SIGNIFICANT POSITIVE RELATIONSHIPS WERE FOUND BETWEEN THE ATTITUDES OF PRINCIPALS TOWARD VOCATIONAL AGRICULTURE AND PROGRAM AND TEACHER EFFECTIVENESS. THIS RESEARCH SUMMARY INCLUDES A SAMPLE SURVEY INSTRUMENT. (NJ)

VT 102 111

MOORE, EDDIE A.; BENDER, RALPH E. PROFESSIONAL EDUCATIONAL COMPETENCY NEEDS OF THREE GROUPS OF VOCATIONAL AGRICULTURE TEACHERS IN OHIO.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 75 24P.

DESCRIPTORS - \*VOCATIONAL AGRICULTURE TEACHERS; \*PERFORMANCE BASED TEACHER EDUCATION; \*SKILL ANALYSIS; TEACHER ATTITUDES; TEACHER QUALIFICATIONS; \*OCCUPATIONAL SURVEYS IDENTIFIERS - OHIO

ABSTRACT - A SURVEY OF VOCATIONAL AGRICULTURE TEACHERS IN OHIO WAS CONDUCTED IN ORDER TO IDENTIFY THE PROFESSIONAL COMPETENCIES NEEDED BY SECONDARY TEACHERS OF VOCATIONAL

AGRICULTURE. TEACHER OPINION OF THE IMPORTANCE OF THE COMPETENCIES TO SUCCESSFUL TEACHING WAS ALSO ASSESSED. IN ADDITION, THE TEACHERS RATED THEIR OWN PROFICIENCY IN THESE COMPETENCIES. DATA WERE COLLECTED THROUGH MAIL QUESTIONNAIRE AND PERSONAL INTERVIEW FROM A RANDOM SAMPLE OF 200 SECONDARY VOCATIONAL AGRICULTURE TEACHERS IN OHIO. THE TARGET POPULATION WAS STRATIFIED INTO GROUPS OF FOUR-YEAR COLLEGE AGRICULTURE EDUCATION GRADUATES, FOUR-YEAR COLLEGE TECHNICAL AGRICULTURE GRADUATES, AND NON-COLLEGE GRADUATES RECRUITED FROM BUSINESS AND INDUSTRY. THE SAME COMPETENCIES WERE CONSISTENTLY RATED HIGH BY ALL THREE GROUPS. AS A RESULT OF THE SURVEY, IT WAS RECOMMENDED THAT OHIO'S TEACHER EDUCATORS CONTINUE TO PLAN AND CONDUCT PRE-SERVICE PROGRAMS IN VOCATIONAL AGRICULTURE EDUCATION. IT WAS FURTHER RECOMMENDED THAT COURSES BE DESIGNED TO DEVELOP THE PROFESSIONAL EDUCATIONAL COMPETENCIES RATED HIGHEST BY THE FOUR-YEAR COLLEGE AGRICULTURE EDUCATION GRADUATES. THE APPENDIX LISTS THE UPPER ONE-HALF OF THE PROFESSIONAL EDUCATION COMPETENCIES AS RATED BY THE THREE GROUPS SURVEYED. (NJ)

VT 102 112

MCCRACKEN, J. DAVID; COOKE, FREDERICK C.

A COMPARATIVE ANALYSIS OF TASKS ESSENTIAL TO SUCCESSFUL PERFORMANCE IN THREE VETERINARIAN LAY OCCUPATIONS.

OHIO STATE UNIV., COLUMBUS. DEPT. OF AGRICULTURAL EDUCATION. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - 75 24P.

DESCRIPTORS - \*COMPARATIVE ANALYSIS; \*VETERINARY ASSISTANTS; TECHNICAL OCCUPATIONS; \*TASK ANALYSIS; \*OCCUPATIONAL SURVEYS

ABSTRACT - THE MAJOR PURPOSE OF THIS OCCUPATIONAL SURVEY WAS TO IDENTIFY THE ESSENTIAL SKILLS



PERFORMED IN THE THREE VETERINARY LAY OCCUPATIONS, ANIMAL HEALTH ASSISTANT, ANIMAL HOSPITAL RECEPTIONIST, AND ANIMAL HEALTH TECHNICIAN. THE SPECIFIC OBJECTIVES WERE TO: (1) DEVELOP AND VALIDATE AN INITIAL TASK INVENTORY; (2) IDENTIFY THE SPECIFIC TASKS PERFORMED BY INCUMBENTS IN EACH OF THE THREE VETERINARIAN LAY OCCUPATIONS; (3) DETERMINE THE RELATIVE IMPORTANCE OF THE SPECIFIC TASKS TO SUCCESSFUL EMPLOYMENT; AND (4) ANALYZE EACH TASK ACROSS THE THREE OCCUPATIONS TO PROVIDE INFORMATION FOR DECISION-MAKING IN EDUCATIONAL PREPARATION PROGRAMS. TABLES DISPLAY THE DATA COLLECTED THROUGH SURVEY INSTRUMENTS MAILED TO INCUMBENTS WHO WORKED FOR A RANDOMLY SELECTED SAMPLE OF ONE HUNDRED VETERINARIANS IN OHIO. (AUTHOR/NJ)

VT 102 113

ROSS, RALPH WAYNE  
A STUDY OF SELECTED PROCESS EVALUATION VARIABLES AND THEIR RELATIONSHIP TO PRODUCT CRITERIA IN SECONDARY VOCATIONAL EDUCATION PROGRAMS IN OKLAHOMA.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUL75 94P.; ED.D.  
THESIS, OKLAHOMA STATE UNIVERSITY.

DESCRIPTORS - \*EDUCATIONAL ASSESSMENT; SECONDARY GRADES; \*VOCATIONAL EDUCATION; \*RELEVANCE (EDUCATION); JOB PLACEMENT; MULTIPLE REGRESSION ANALYSIS; CORRELATION; \*PREDICTOR VARIABLES; DOCTORAL THESES  
IDENTIFIERS - \*OKLAHOMA

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO DETERMINE IF SIGNIFICANT RELATIONSHIPS EXIST BETWEEN PROCESS VARIABLES AND A DEPENDENT PRODUCT VARIABLE, I. E., IF THERE IS A SIGNIFICANT RELATIONSHIP BETWEEN WHAT THE PROCESS EVALUATION IS MEASURING IN LOCAL SECONDARY VOCATIONAL PROGRAMS AND THE PLACEMENT RATE OF THOSE PROGRAMS OVER A THREE-YEAR PERIOD. PROCESS DATA WERE COLLECTED FROM

VOCATIONAL TEACHERS BY TWO QUESTIONNAIRES PERTAINING TO PROGRAM EVALUATIONS. FISCAL DATA AND THAT USED TO COMPUTE THE THREE-YEAR PRODUCT INDEX (OUTPUT MEASURE) WERE GATHERED FROM RECORDS IN THE OKLAHOMA STATE DEPARTMENT OF EDUCATION. THE QUESTIONNAIRES, INTERCORRELATIONS AMONG ALL VARIOUS FOR SEVERAL TYPES OF VOCATIONAL EDUCATION, AND RESULTS OF REGRESSION ANALYSES ARE PRESENTED IN THE DOCUMENT. ALTHOUGH SIGNIFICANT RELATIONSHIPS WERE FOUND IN SOME OF THE RESEARCH AREAS, NO CONCLUSIONS COULD BE DRAWN AS TO THE RELATIONSHIP BETWEEN PROCESS AND A PRODUCT INDEX IN OKLAHOMA SECONDARY VOCATIONAL EDUCATION PROGRAMS. (MF)

VT 102 114

DAY, GERALD F.  
A RESOURCE GUIDE FOR THE MARYLAND PLAN'S GROUP PROJECT AND LINE PRODUCTION.

MARYLAND UNIV., COLLEGE PARK. DEPT. OF INDUSTRIAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 71P.

DESCRIPTORS - \*RESOURCE GUIDES; \*MANAGEMENT GAMES; \*INDUSTRIAL EDUCATION; ORGANIZATION; GRADE 8; ROLE PLAYING; SIMULATION  
IDENTIFIERS - \*MARYLAND PLAN

ABSTRACT - THIS GUIDE WAS DEVELOPED TO AID TEACHERS IN THE USE OF THE MARYLAND PLAN'S GROUP PROCESSES, THE GROUP PROJECT AND LINE PRODUCTION METHODS. THE MARYLAND PLAN IS A JUNIOR HIGH SCHOOL INDUSTRIAL ARTS PROGRAM WHICH PROVIDES A THEORETICAL AND PRACTICAL UNDERSTANDING OF THE ROLE OF INDUSTRY AND TECHNOLOGY IN OUR SOCIETY. THE EIGHTH GRADE PROGRAM FOCUSES ON A CONTEMPORARY APPROACH TO THE STUDY OF AMERICAN INDUSTRY THROUGH TWO GROUP PROCESSES. THE PRIMARY USE OF THIS GUIDE IS TO AID THE TEACHER IN EVALUATING AND UNDERSTANDING HOW INDUSTRIAL MANAGEMENT TECHNIQUES CAN BE USED BY THE STUDENTS IN AN EDUCATIONAL

SETTING. THE GUIDE IS DIVIDED INTO FOUR SECTIONS. THE FIRST SECTION IS AN OVERVIEW OF THE ENTIRE MARYLAND PLAN. THE SECOND SECTION CONTAINS INFORMATION ABOUT AND EXAMPLES OF INDUSTRIAL ORGANIZATION CHARTS. JOB DESCRIPTIONS AND RELATED INFORMATION ARE CONTAINED IN THE NEXT SECTION. INFORMATION ABOUT INDUSTRIAL FORMS AND MATERIALS ARE INCLUDED IN THE LAST SECTION. IN THE GROUP PROJECT METHOD, THE CLASS ESTABLISHES A COMPANY AND EACH STUDENT SELECTS A POSITION TO ROLE PLAY. STAFF MEETINGS, SPECIAL MEETINGS, AND PRESENTATIONS PLAY IMPORTANT PARTS IN THIS GROUP PROCESS. WITH THE LINE PRODUCTION METHOD, THE CLASS SELECTS A PRODUCT AND ORGANIZES A COMPANY WITH A MANAGEMENT STRUCTURE BASED ON HIGH-VOLUME PRODUCTION INDUSTRIES. THIS GUIDE SHOULD BE USED TO SUPPLEMENT DONALD MALEY'S BOOK, THE MARYLAND PLAN: THE STUDY OF INDUSTRY AND TECHNOLOGY IN THE JUNIOR HIGH SCHOOL. (AUTHOR/NJ)

## VT 102 115

MORTON, J.B., AND OTHERS  
OTIS (OCCUPATIONAL TRAINING INFORMATION SYSTEM). CYCLE SEVEN REPORT 1975. SUPPLEMENT 1:  
STATEWIDE TOTALS AND DESCENDING RANK ORDER OF PROGRAM CLUSTERS.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION,  
STILLWATER. DIV. OF RESEARCH,  
PLANNING, AND EVALUATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JAN 75 113P.

DESCRIPTORS - \*INFORMATION SYSTEMS;  
\*VOCATIONAL EDUCATION; \*MANPOWER  
NEEDS; \*EDUCATIONAL PROGRAMS;  
\*TABLES (DATA)  
IDENTIFIERS - OKLAHOMA; OTIS;  
OCCUPATIONAL TRAINING INFORMATION  
SYSTEM

ABSTRACT - THE PURPOSE OF THIS REPORT IS TO ENUMERATE CURRENT DATA ON MANPOWER SUPPLY AND DEMAND FOR SELECTED OCCUPATIONS AND TRAINING PROGRAMS IN OKLAHOMA. THE DATA PRESENTED REPRESENTS THE BEST

INFORMATION AVAILABLE ABOUT THE MANPOWER SUPPLY AND DEMAND CONDITIONS ESTIMATED TO EXIST DURING THE PERIOD FROM JULY 1974 THROUGH JUNE 1975. FOLLOWING AN EXPLANATION OF THE HISTORY, PURPOSES, LIMITATIONS, AND PROCEDURES OF THIS INFORMATION SYSTEM, THE MANPOWER SUPPLY AND DEMAND TABLES ARE DISPLAYED. APPENDIXES INCLUDE A STUDENT STATUS FORM AND THE OCCUPATIONAL TRAINING INFORMATION SYSTEM FLOW CHART. (LJ)

## VT 102 116

CAREER OPPORTUNITIES POTENTIAL EVALUATION (COPE). GRADES 7, 8, 9.

LOWER DAUPHIN SCHOOL DISTRICT,  
HUMMELSTOWN, PA.  
PENNSYLVANIA STATE DEPT. OF  
EDUCATION, HARRISBURG. BUREAU OF  
PUPIL PERSONNEL SERVICES.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 72 330P.

DESCRIPTORS - \*PROGRAM EVALUATION;  
\*CAREER EDUCATION; \*GRADE 7; \*GRADE  
8; \*GRADE 9; DEVELOPMENTAL  
PROGRAMS; CAREER OPPORTUNITIES;  
LEARNING ACTIVITIES; VOCATIONAL  
INTERESTS; VALUES; SELF CONCEPT  
TESTS; OCCUPATIONAL GUIDANCE  
IDENTIFIERS - HUMMELSTOWN;  
PENNSYLVANIA

ABSTRACT - AN EVALUATION OF A PROJECT WHICH INITIATED AN ORGANIZED PROGRAM OF VOCATIONAL GUIDANCE FOR THE LOWER DAUPHIN JUNIOR HIGH SCHOOL IN HUMMELSTOWN, PENNSYLVANIA IS DESCRIBED. A SPECIAL PROGRAM EMPHASIS HAD BEEN DEVELOPED FOR EACH OF THE THREE GRADE LEVELS. IT WAS NOT POSSIBLE TO EVALUATE THE GRADE 8 PROGRAM, SINCE IT WAS NOT OPERATIVE BECAUSE OF THE LACK OF STAFF INTEREST AND AVAILABILITY. TWO EVALUATION FORMS WERE USED IN THE GRADE 7 PROGRAM AND PROVED TO PROVIDE SUFFICIENT INFORMATION TO MAKE AN ESTIMATE OF THE RELEVANCY AND APPROPRIATENESS OF THE PROGRAM. THE EVALUATION TOOL USED FOR THE GRADE 9 PROGRAM WAS THE SELF-CONCEPT AND MOTIVATION INVENTORY. THIS INSTRUMENT WAS

ADMINISTERED TWICE FOR PROVIDING INFORMATION TO BE USED IN THE STATISTICAL EVALUATION OF PROGRAM EFFECTIVENESS. THE INSTRUMENT PROVED UNSATISFACTORY FOR THIS PURPOSE, BUT GAVE VALUABLE INFORMATION CONCERNING THE INDIVIDUAL. THE LEARNING ACTIVITIES FOR GRADES 7, 8, AND 9 ARE APPENDED. (VA)

VT 102 117

A COMPREHENSIVE VOCATIONAL EDUCATION PROGRAM FOR CAREER DEVELOPMENT IN GRADES K-14. FINAL REPORT.

FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION. BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-72-0735

PUB DATE - 30JUN74 434P.

DESCRIPTORS - \*PILOT PROJECTS; \*CAREER EDUCATION; \*PROGRAM DEVELOPMENT; VOCATIONAL EDUCATION; COMPREHENSIVE PROGRAMS; CONCEPT FORMATION

ABSTRACT - THIS DOCUMENT IS COMPOSED OF TWO VOLUMES, THE FINAL REPORT FOR THE PINELLAS COUNTY (FLORIDA) COMPREHENSIVE CAREER EDUCATION PROJECT, AND APPENDICES RELATED TO THE FINAL REPORT. THE FINAL REPORT COVERS THE PERIOD FROM JANUARY 1972 THROUGH JUNE 1973 AND DESCRIBES THE IMPLEMENTATION OF CAREER EDUCATION CONCEPTS IN 10 PILOT SCHOOLS. CAREER EDUCATION CONCEPTS WERE INTEGRATED INTO EXISTING PROGRAMS AT VARIOUS GRADE LEVELS FROM K-14. THE FINAL REPORT DESCRIBES IN DETAIL THE VARIOUS ACTIVITIES OF THE PROJECT INCLUDING EVALUATION PROCEDURES. THE APPENDICES INCLUDE MATERIALS USED DURING AND PRODUCTS RESULTING FROM THE PROJECT. (LJ)

VT 102 118

MCINN, JAMES H.

CAREER-CENTERED CURRICULUM FOR

VOCATIONAL COMPLEXES IN MISSISSIPPI. FINAL REPORT, JULY 1970 - JUNE 1973.

MISSISSIPPI STATE BOARD FOR VOCATIONAL EDUCATION, JACKSON. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-70-5177(361)

PUB DATE - ND 214P.; SEE RELATED DOCUMENTS VT 101 976, VT 101 977, VT 101 978 AND VT 101 979 IN THIS ISSUE.

DESCRIPTORS - \*DEVELOPMENTAL PROGRAMS; \*VOCATIONAL EDUCATION; \*PROGRAM DESCRIPTIONS; \*VOCATIONAL DEVELOPMENT; \*CAREER EDUCATION; CURRICULUM DEVELOPMENT; OCCUPATIONAL GUIDANCE; COMPREHENSIVE PROGRAMS; COOPERATIVE EDUCATION; PROGRAM EVALUATION IDENTIFIERS - JONES COUNTY; MISSISSIPPI

ABSTRACT - THE GOAL OF THIS EXEMPLARY PROJECT WAS TO PROVIDE GUIDELINES AND GIVE IMPETUS TO THE DEVELOPMENT OF CAREER-CENTERED CURRICULA FOR VOCATIONAL COMPLEXES IN MISSISSIPPI. CONDUCTED BY THE JONES COUNTY SCHOOL SYSTEM, IT WAS DESIGNED TO DEVELOP AND DEMONSTRATE A COORDINATED AND INTEGRATED PROGRAM OF CAREER DEVELOPMENT FROM THE FIRST GRADE THROUGH POST-SECONDARY VOCATIONAL-TECHNICAL EDUCATION. TO ATTAIN THE GOAL, THE FOLLOWING OBJECTIVES WERE ESTABLISHED: (1) TO RELATE OCCUPATIONAL INSTRUCTION TO ELEMENTARY STUDENTS AND FACULTY MEMBERS; (2) TO ESTABLISH AN INTENSIVE PROGRAM OF OCCUPATIONAL GUIDANCE AND COUNSELING IN THE JUNIOR HIGH AND SECONDARY SCHOOLS; (3) TO PROVIDE COOPERATIVE EDUCATION (WORK-EXPERIENCE) THROUGH LOCAL BUSINESSES AND INDUSTRIES; (4) TO PROVIDE A WIDE VARIETY OF OCCUPATIONAL TRAINING PROGRAMS; (5) TO ESTABLISH A CAREER-CENTERED CURRICULUM AS AN INTEGRAL PART OF THE REGULAR CURRICULUM; (6) TO DEVELOP CURRICULUM GUIDES AND

INSTRUCTIONAL MATERIALS; AND (7.) TO STIMULATE CAREER-CENTERED CURRICULUM DEVELOPMENT IN OTHER SCHOOL SYSTEMS. COVERING THE TIME PERIOD OF JULY, 1970 THROUGH JUNE, 1973 THIS REPORT DESCRIBES THE PROCEDURES, RESULTS, AND ACCOMPLISHMENTS OF THE PROJECT. A THIRD PARTY EVALUATION OF EACH YEAR'S PROGRESS IS ALSO INCLUDED. (NJ)

#### VT 102 119

HOLDER, HAROLD D., AND OTHERS  
EVALUATION OF THE GUIDED  
OCCUPATIONAL ORIENTATION-TRAINING  
AND JOB PLACEMENT PROJECT SYRACUSE  
CITY SCHOOL DISTRICT.

EDUCATIONAL SERVICES, INC., WACO,  
TEX.  
SYRACUSE CITY SCHOOL DISTRICT, N.Y.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 01FEB73 64P.; SEE  
RELATED DOCUMENT VT 102 120 IN THIS  
ISSUE.

DESCRIPTORS - \*PROGRAM EVALUATION;  
\*CAREER EDUCATION; \*SYSTEMS  
APPROACH; DEVELOPMENTAL PROGRAMS  
IDENTIFIERS - SYRACUSE; NEW YORK

ABSTRACT - THIS REPORT PROVIDES A SUMMARY OF THE INDEPENDENT, THIRD PARTY EVALUATION OF THE 1972-73 FUNDING YEAR OF THE GUIDED OCCUPATIONAL ORIENTATION PROJECT OF THE SYRACUSE CITY SCHOOL DISTRICT. A SYSTEMS APPROACH TO EVALUATION WAS UTILIZED IN THIS EFFORT. THE FUNDED PROJECT INVOLVED ALL THREE GRADE GROUP POPULATIONS -- ELEMENTARY, JUNIOR HIGH SCHOOL, AND SENIOR HIGH SCHOOL. EACH MAJOR GRADE GROUPING HAD A DISTINCT FOCUS: (1) ELEMENTARY -- CAREER AWARENESS, (2) JUNIOR HIGH SCHOOL -- CAREER ORIENTATION AND EXPLORATION, AND (3) SENIOR HIGH SCHOOL -- JOB TRAINING AND PLACEMENT. EACH GROUP GOAL WAS SUPPORTED BY SEPARATE GRADE LEVEL GOALS. THE VARIABLES FOR EACH TARGET GROUP -- STUDENTS, PARENTS, AND INDUSTRY -- ARE DESCRIBED IN TERMS OF THE ACTUAL EFFECT OF THE PROGRAM TO DATE. IN ASSESSING THE

OVERALL IMPACT OF THE PROJECT, THE MAJOR FINDINGS WERE: (1) CAREER AWARENESS IS INCREASING GENERALLY FOR STUDENTS IN GRADES FIVE THROUGH NINE; (2) ATTITUDES ARE NOT BEING AFFECTED, THEREFORE, ATTITUDINAL CONCEPTS WOULD BE DISCARDED; AND (3) IN GRADES 10-12, THE OCCUPATIONAL LEARNING CENTERS ARE HAVING THE DESIRED IMPACT ON THE TARGET POPULATION. (VA)

#### VT 102 120

HOLDER, HAROLD D., AND OTHERS  
GUIDED OCCUPATION ORIENTATION  
PROJECT SYRACUSE CITY SCHOOL  
DISTRICT. 1972-73 SCHOOL YEAR  
INFORMAL EVALUATION AND  
RECOMMENDATION.

EDUCATIONAL SERVICES, INC., WACO,  
TEX.  
SYRACUSE CITY SCHOOL DISTRICT, N.Y.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 01JUL73 27P.; SEE  
RELATED DOCUMENT VT 102 119 IN THIS  
ISSUE.

DESCRIPTORS - \*PROGRAM EVALUATION;  
\*CAREER EDUCATION; DEVELOPMENTAL  
PROGRAMS  
IDENTIFIERS - SYRACUSE; NEW YORK

ABSTRACT - THIS REPORT IS DESIGNED PRIMARILY FOR INTERNAL USE BY ADMINISTRATORS AND STAFF MEMBERS OF THE GUIDED OCCUPATIONAL ORIENTATION PROJECT IN SYRACUSE, NEW YORK, AND CONTAINS A SUMMARY EVALUATION FOR THE 1972-73 SCHOOL YEAR ACTIVITIES ASSOCIATED WITH THE PROJECT. ONE SECTION OF THE REPORT DISCUSSES AND DISPLAYS SPECIFIC OUTCOMES COMPARED WITH GOALS ESTABLISHED PRIOR TO THE BEGINNING OF THE SCHOOL YEAR. THE SECOND SECTION PRESENTS RECOMMENDATIONS BASED ON DATA AS WELL AS FIELD OBSERVATIONS BY THE EVALUATION TEAM MEMBERS. SUMMARY CHARTS SHOWING EACH GRADE, THE VARIABLES TO BE AFFECTED BY THE PROJECT, THE ASSOCIATED GOALS FOR 1972-73 AND A DATA SUMMARY ARE INCLUDED. (AUTHOR/VA)

#### VT 102 121

BESSE, CHARLES



# A CAREER CONTINUUM FOR GRADES K-10.

SOUTH-WESTERN CITY SCHOOL DISTRICT,  
GROVE CITY, OHIO.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - '29JUN73 30P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*OCCUPATIONAL GUIDANCE; \*INTEGRATED  
CURRICULUM; \*CURRICULUM  
DEVELOPMENT; FORMATIVE EVALUATION  
IDENTIFIERS - GROVE CITY; OHIO

ABSTRACT - THE PURPOSE OF THIS  
PROJECT WAS TO DEVELOP A CAREER  
CONTINUUM, INCORPORATING WITHIN THE  
REGULAR SCHOOL CURRICULUM THE WORLD  
OF WORK, FOR GRADES K-10, WHICH  
WOULD BE ADAPTABLE TO THE TOTAL  
SOUTH-WESTERN CITY SCHOOL DISTRICT.  
IT WAS INTENDED THAT THE PROGRAM  
WOULD CULMINATE WITH THE GRADE 11  
AND 12 PROGRAM ALREADY IN  
EXISTENCE. THE DEVELOPED CURRICULUM  
WAS USED WITH STUDENTS IN NINE  
ELEMENTARY, FOUR MIDDLE, AND THREE  
HIGH SCHOOLS. FIELD EXPERIENCES FOR  
STUDENTS WERE PROVIDED AT THE  
CAREER ORIENTATION AND EXPLORATION  
LEVELS. THE PROJECT WAS EVALUATED  
UTILIZING LOCALLY PREPARED PRE- AND  
POST TESTS, SURVEY FORMS,  
CHECKLISTS, AND DATA COMPARISON  
CHARTS. (VA)

## VT 102 122

A SUMMARY OF THE PROCESS EVALUATION  
AND THE EVALUATION OF THE EFFECTS  
OF THE IMPLEMENTATION OF THE  
OCCUPATIONAL AWARENESS PROGRAM  
DURING THE 1972-73 SCHOOL YEAR.

HOUSTON INDEPENDENT SCHOOL  
DISTRICT, TEX. RESEARCH SERVICES.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 90P.

DESCRIPTORS - \*PROGRAM EVALUATION;  
CAREER AWARENESS; COMPARATIVE  
ANALYSIS  
IDENTIFIERS - HOUSTON; TEXAS

ABSTRACT - THE RESEARCH HYPOTHESIS  
WAS THAT THE 36 EXPERIMENTAL  
SCHOOLS IN WHICH THE OCCUPATIONAL  
AWARENESS PROGRAM WAS IMPLEMENTED

WOULD HAVE A SIGNIFICANT DIFFERENCE  
BETWEEN THE PRETESTING AND  
POSTTESTING AS MEASURED BY THE  
HOUSTON OCCUPATIONAL AWARENESS  
INVENTORY. THE EXPERIMENTAL RESULTS  
DID NOT SUPPORT THE RESEARCH  
HYPOTHESIS. THE PROCESS EVALUATION  
DATA REFLECTED AN EVOLVING AND  
DEVELOPING OCCUPATIONAL AWARENESS  
PROGRAM. WHAT WERE NEEDS AND  
CONCERNS DURING THE INITIATION OF  
THE PROGRAM GAVE WAY TO THOSE OF  
MAINTAINING THE THEN ONGOING  
PROGRAM AT AN INCREASINGLY HIGHER  
LEVEL OF IMPLEMENTATION. A SMALL  
NUMBER OF TEACHERS WERE HIGHLY  
RESISTANT TO IMPLEMENTATION, AND  
PROBABLY ACCOUNT FOR FAILURE,  
OVERALL, TO ACHIEVE COMPLETE  
IMPLEMENTATION. (AUTHOR/VA)

## VT 102 123

MALLORY, ALVA E.; DRAKE, JEFFREY W.  
ASSESSMENT OF THE EDUCATIONAL AND  
CAREER EXPLORATION SYSTEM (ECES)  
FOR 1971-1972 AND PROPOSAL FOR  
1972-1973.

GENESSEE INTERMEDIATE SCHOOL  
DISTRICT, FLINT, MICH.  
MICHIGAN STATE DEPT. OF EDUCATION,  
LANSING. DIV. OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 29P.

DESCRIPTORS - \*INTERMEDIATE  
ADMINISTRATIVE UNITS; \*CAREER  
EDUCATION; \*RESEARCH PROPOSALS;  
\*RESEARCH PROJECTS  
IDENTIFIERS - \*CAREER EXPLORATION;  
GENESSEE; MICHIGAN

ABSTRACT - THIS DOCUMENT WHICH  
ASSESSES THE EDUCATIONAL AND CAREER  
EXPLORATION SYSTEM OF THE GENESSEE  
(MICHIGAN) INTERMEDIATE SCHOOL  
DISTRICT CONSISTS OF TWO PARTS. THE  
FIRST CONTAINS PROJECT INFORMATION  
FOR THE 1971-72 FISCAL YEAR,  
INCLUDING PROJECT OVERVIEW,  
DESCRIPTION, PROCEDURES, AND BUDGET  
ALLOCATION. THE SECOND PART  
CONSISTS OF AN OVERVIEW FOR 1972-  
73, INFORMATION ABOUT  
DISSEMINATION, MODIFICATIONS, GOALS  
AND PROCEDURES, THE PROJECT TIME

## SCHEDULE, AND BUDGET. (LJ).

## VT 102 124

TUTTLE, FRANCIS T.  
SAND SPRINGS, OKLAHOMA RESEARCH AND  
DEVELOPMENT PROJECT IN CAREER  
EDUCATION. FINAL REPORT.

OKLAHOMA STATE DEPT. OF VOCATIONAL  
AND TECHNICAL EDUCATION,  
STILLWATER.; SAND SPRINGS  
INDEPENDENT SCHOOL DISTRICT 2,  
OKLA.

BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-73-2974

PUB DATE - 74 149P.; SEE RELATED  
DOCUMENTS VT 101 989 IN ARM VOL. 7,  
NO. 5, AND VT 102 125 IN THIS  
ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
MODELS; \*PROGRAM DEVELOPMENT;  
\*PROGRAM IMPROVEMENT; \*INTEGRATED  
CURRICULUM; TEACHER WORKSHOPS;  
PROGRAM EVALUATION  
IDENTIFIERS - \*SAND SPRINGS PUBLIC  
SCHOOLS; OKLAHOMA

ABSTRACT - PROJECT GOALS FOR THE  
YEAR ENDING JUNE 30, 1974 WERE TO  
COMPLETE DEVELOPMENT OF THE MODEL  
INITIATED IN SAND SPRINGS PUBLIC  
SCHOOLS DURING THE 1972-73 SCHOOL  
YEAR, TO PROVIDE DISSEMINATION OF  
THE MODEL ACROSS THE STATE, AND TO  
DEMONSTRATE THE MODEL IN OPERATION.  
MAJOR EFFORTS CONCERNED  
INSTRUCTIONAL MATERIAL REVISIONS OR  
DEVELOPMENT FROM THE FIRST YEAR OF  
THE PROJECT WHERE GAPS WERE  
INDICATED. STATEWIDE WORKSHOPS WERE  
HELD TO DISSEMINATE INFORMATION  
ABOUT THE MODEL. THE MAJOR RESULT  
OF THE PROJECT IS THAT THE CAREER  
EDUCATION MODEL IS OPERATIONAL IN  
THE DISTRICT AND HAS BEEN SPREAD  
THROUGHOUT THE STATE. A DETAILED  
EVALUATION REPORT IS INCLUDED IN  
THE DOCUMENT. A GENERAL CONCLUSION  
WAS THAT THE PROGRAM WAS SUCCESSFUL  
IN MEETING ITS OBJECTIVES WITH A  
POSITIVE ATTITUDE BY TEACHERS AND  
COMMUNITY INVOLVEMENT WITH THE  
SCHOOL SYSTEM. (MF)

## VT 102 125

CAREER EDUCATION: A MODEL FOR  
OKLAHOMA.

OKLAHOMA STATE DEPT. OF EDUCATION,  
OKLAHOMA CITY.; OKLAHOMA STATE  
DEPT. OF VOCATIONAL AND TECHNICAL  
EDUCATION, STILLWATER.; SAND  
SPRINGS INDEPENDENT SCHOOL DISTRICT  
2, OKLA.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 74 46P.; SEE RELATED  
DOCUMENTS VT 101 989 IN ARM VOL. 7,  
NO. 5, AND VT 102 124 IN THIS  
ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*MODELS; \*PROGRAM DEVELOPMENT;  
INTEGRATED CURRICULUM  
IDENTIFIERS - \*SAND SPRINGS PUBLIC  
SCHOOLS; OKLAHOMA

ABSTRACT - THIS BOOKLET FOR  
IMPLEMENTING CAREER EDUCATION IS  
ONE OF THE PRODUCTS OF THE CAREER  
EDUCATION PROJECT AT SAND SPRINGS  
PUBLIC SCHOOLS, OKLAHOMA. INCLUDED  
ARE SELECTION OF STAFF, ORIENTING  
THE COMMUNITY, PLANNING INSERVICE  
TRAINING, ORGANIZING AN ADVISORY  
COUNCIL, ESTABLISHING A PLACEMENT  
FUNCTION, USING FIELD TRIPS AND  
SPEAKERS, AND INFUSING CAREER  
EDUCATION ACTIVITIES INTO THE  
SCHOOL CURRICULUM. FORMS AND  
MATERIALS DEVELOPED IN THE PROJECT  
ARE APPENDED. (MF)

## VT 102 126

PRIDE IN VOCATIONAL EDUCATION AND  
GUIDANCE. STATE REPORT 1972-73.

OHIO STATE DEPT. OF EDUCATION,  
COLUMBUS. DIV. OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 54P.

DESCRIPTORS - \*VOCATIONAL  
EDUCATION; \*OCCUPATIONAL GUIDANCE;  
SPECIAL EDUCATION; AGRICULTURAL  
EDUCATION; BUSINESS EDUCATION;  
DISTRIBUTIVE EDUCATION; HOME  
ECONOMICS EDUCATION; TRADE AND  
INDUSTRIAL EDUCATION

## IDENTIFIERS - OHIO

ABSTRACT - OHIO'S PROGRAM REVIEW FOR IMPROVEMENT, DEVELOPMENT, AND EXPANSION (PRIDE) IN VOCATIONAL EDUCATION AND GUIDANCE WAS RESEARCHED AND DEVELOPED BY THE DIVISION OF VOCATIONAL EDUCATION, RESEARCH, SURVEY, EVALUATION, AND EXEMPLARY PROGRAMS DURING THE 1969-70 SCHOOL YEAR. INTENSIVE STUDY WAS DIRECTED TOWARD PROCESS REVIEW AND ITS IMPACT ON TOTAL PROGRAM REVIEW TO MEET THE MANDATES OF THE VOCATIONAL EDUCATION ACT OF 1963 AND ITS SUBSEQUENT AMENDMENTS. AS A RESULT OF THE STUDY, THE DIVISION WAS ABLE TO IDENTIFY THE FOLLOWING SIX BASIC COMPONENTS FOR PROGRAM REVIEW: ADMINISTRATIVE REVIEW, PROCESS VARIABLE REVIEW, PRODUCT REVIEW, COST ANALYSIS REVIEW, AVAILABILITY AND IMPACT REVIEW, AND ACCEPTANCE AND CONGRUENCE REVIEW. SPECIFIC AREAS ADDRESSED IN THIS STATE REPORT FOR 1972-73 WERE ADMINISTRATIVE AND PLANNING, ADULT EDUCATION, SPECIAL NEEDS EDUCATION, DIVISION OF GUIDANCE AND TESTING, AGRICULTURAL EDUCATION, BUSINESS AND OFFICE EDUCATION, DISTRIBUTIVE EDUCATION, HOME ECONOMICS EDUCATION, AND TRADE AND INDUSTRIAL EDUCATION. (AUTHOR/LJ)

VT 102 127

RESEARCH AND DEVELOPMENT PROJECT IN CAREER EDUCATION. FINAL REPORT.

MONTANA STATE DEPT. OF PUBLIC INSTRUCTION, HELENA.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-73-2919

PUB DATE - 15DEC74 164P.

DESCRIPTORS - \*CAREER AWARENESS;  
\*CAREER EDUCATION; \*ELEMENTARY GRADES; \*RURAL SCHOOLS; INSERVICE TEACHER EDUCATION; \*RESOURCE MATERIALS; PROGRAM COORDINATION; PROGRAM EVALUATION  
IDENTIFIERS - CASCADE COUNTY; MONTANA.

ABSTRACT - THE PROJECT WAS DESIGNED TO OPERATE IN THE RURAL ELEMENTARY SCHOOL DISTRICTS OF CASCADE COUNTY, MONTANA AND TO ACCOMPLISH FOUR PRIMARY PURPOSES: (1) TO ESTABLISH PROGRAMS IN THE ELEMENTARY (K-6) LEVEL TO INCREASE CAREER AWARENESS, (2) TO DEVELOP MATERIALS TO EXPAND THE STUDENTS' AWARENESS ABOUT THE WORLD OF WORK, (3) TO DEVELOP MATERIALS TO HELP INSTRUCTORS PRESENT THE WORLD OF WORK TO STUDENTS, AND (4) TO PROVIDE INSERVICE TRAINING FOR PROFESSIONAL STAFF. A CAREER AWARENESS COORDINATOR WAS EMPLOYED BY THE GREAT FALLS VOCATIONAL CENTER TO FACILITATE THE ACCOMPLISHMENT OF THESE PURPOSES. TIME PERIOD COVERED BY THE REPORT IS JUNE 15, 1973 - DECEMBER 15, 1974. PROCEDURES AND PROGRAMS WERE DEVELOPED TO SUPPORT SPECIFIC GOALS AND OBJECTIVES. RESULTS INDICATE THAT SOME STAFF CHANGED TO HOLD MORE FAVORABLE ATTITUDES AFTER INSERVICE TRAINING AND EXPOSURE TO CAREER EDUCATION MATERIALS. A LONGER PROGRAM WITH MORE PLANNING AND COORDINATING STAFF AND ENOUGH FINANCIAL BACKING TO PERMIT MORE PROGRAM DEVELOPMENT WAS RECOMMENDED. APPENDIXES INCLUDE VARIOUS CAREER EDUCATION MATERIALS AND ACTIVITIES, A RESOURCE MATERIALS CATALOG, AND PROJECT EVALUATION BY THE BUREAU OF EDUCATIONAL SERVICES, MONTANA STATE UNIVERSITY. (MF)

VT 102 128

HARRIS, RANDOLPH K.; HUCKELL, RAYMOND K., JR.

PREDICTING ACADEMIC SUCCESS IN SECONDARY SCHOOLS FROM THE GENERAL TECHNICAL COMPOSITE ON THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY.

ARMED FORCES VOCATIONAL TESTING GROUP, RANDOLPH AFB, TEX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

AFVTG-TR-74-2

PUB DATE - DEC74

17P.; SEE RELATED DOCUMENT VT 102 129 IN THIS ISSUE.

DESCRIPTORS - \*APTITUDE TESTS;

\*HIGH SCHOOL STUDENTS; ACADEMIC ACHIEVEMENT; \*GRADE POINT AVERAGE; \*PREDICTIVE ABILITY (TESTING); TEST RESULTS; CORRELATION IDENTIFIERS - SAN ANTONIO; \*ARMED SERVICES VOCATIONAL APTITUDE BATTERY.

ABSTRACT - THIS STUDY REPORTS CORRELATIONS BETWEEN STUDENT SCORES ON THE GENERAL TECHNICAL COMPOSITE OF THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY AND CUMULATIVE GRADE POINT AVERAGES. DATA WAS COLLECTED ON 911 JUNIORS AND SENIORS SELECTED FROM A SAMPLE AT 22 HIGH SCHOOLS IN THE SAN ANTONIO, TEXAS, METROPOLITAN AREA. THE GENERAL TECHNICAL SCORE WAS FOUND TO SIGNIFICANTLY RELATE TO OVERALL ACADEMIC PERFORMANCE FOR 19 OUT OF THE 22 SAMPLES, WITH A MEDIA RHO OF .44. RESULTS INDICATE THAT THE LEVEL OF RELATIONSHIP WAS NOT DIFFERENTIALLY AFFECTED BY SCHOOL-SPECIFIC ETHNIC GROUP COMPOSITION, SCHOOL EXPENDITURES, OR AVERAGE TEACHER/PUPIL RATIO. SINCE SOCIOECONOMIC LEVELS REPRESENTED IN THE VARIOUS SAMPLE GO FROM THE HIGHEST TO THE LOWEST RANGES, LIMITED GENERALIZATIONS MAY BE MEANINGFUL TO OTHER SCHOOL DISTRICTS WITH SIMILAR POPULATIONS. THE REPORT IS DESIGNED FOR REFERENCE BY HIGH SCHOOL COUNSELORS, SERVICE TEST ADMINISTRATORS, AND EDUCATIONAL SPECIALISTS AS A SUPPLEMENTAL GUIDE TO THE INTERPRETATION OF ARMED SERVICES VOCATIONAL APTITUDE BATTERY RESULTS IN LOCAL GUIDANCE AND COUNSELING PROGRAMS. (AUTHOR/MF)

VT 102 129

WILFONG, HARRY D., AND OTHERS. PERCENTILE NORMATIVE TABLES FOR THE ARMED SERVICES VOCATIONAL APTITUDE BATTERY (1973-74 SCHOOL YEAR DATA BASE).

ARMED FORCES VOCATIONAL TESTING GROUP, RANDOLPH AFB, TEX.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

AFVTG-TN-74-3

PUB DATE - DFC74 93P.; SEE

RELATED DOCUMENT VT 102 128 IN THIS ISSUE.

DESCRIPTORS - \*APTITUDE TESTS; VOCATIONAL APTITUDE; \*HIGH SCHOOL STUDENTS; \*NORMS; \*TEST RESULTS; \*TEST INTERPRETATION; SCORES; TABLES (DATA) IDENTIFIERS - \*ARMED SERVICES VOCATIONAL APTITUDE BATTERY

ABSTRACT - THE REPORT SUMMARIZES TEST PERFORMANCE FOR 771,031 HIGH SCHOOL STUDENTS TESTED ON ARMED SERVICES VOCATIONAL APTITUDE BATTERY, FORM 2, DURING SCHOOL YEAR 1973-74, WITH SEPARATE NORMATIVE TABLES PROVIDED BY SUBTEST, APTITUDE COMPOSITE, GRADE, SEX, AND GEOGRAPHIC REGION. NEW DATA ARE PROVIDED FOR NINTH GRADE AND POST-HIGH SCHOOL STUDENTS. INFORMATION CONTAINED IN THE TABLES PARALLELS PERCENTILE SCORES REPORTED FOR INDIVIDUAL STUDENTS TO BE TESTED IN SCHOOL YEAR 1974-75. PERCENTILE TABLES IN THE PRESENT REPORT ARE DESIGNED FOR USE BY HIGH SCHOOL COUNSELORS AS AN INTERPRETATIVE GUIDE AND AS A SUPPLEMENTAL REFERENCE TO THE COMPUTER PRINTOUT OF STUDENT TEST SCORES. (AUTHOR/MF)

VT 102 130

MELUCCI, EDWARD M.J.

A HUMAN RESOURCES CAREER DEVELOPMENT MODEL FOR PAWTUCKET, RHODE ISLAND IN CONJUNCTION WITH THE PAWTUCKET MODEL CITIES AGENCY. INTERIM REPORT.

PAWTUCKET CITY SCHOOL DEPT., R.I. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-71-1912(361)

PUB DATE - 01MAR73 166P.

DESCRIPTORS - \*CAREER EDUCATION; \*VOCATIONAL DEVELOPMENT; \*DEVELOPMENTAL PROGRAMS; PROGRAM EVALUATION; EDUCATIONAL CHANGE; CURRICULUM DEVELOPMENT; \*SECONDARY GRADES; PRETESTING; POST TESTING; \*TEST RESULTS. IDENTIFIERS - \*PAWTUCKET CITY



## SCHOOLS; RHODE ISLAND

ABSTRACT - OBJECTIVE FOR THE SECOND ACTION YEAR FROM MARCH 1, 1972 TO FEBRUARY 28, 1973 OF THE EXEMPLARY PROJECT IN VOCATIONAL EDUCATION IN THE PAWTUCKET CITY SCHOOLS WAS TO EXPAND THE PROGRAM IN-DEPTH TO THE JUNIOR AND SENIOR HIGH SCHOOLS. ACTIVITIES IN VARIOUS SCHOOL PROGRAMS ARE DESCRIBED. IT WAS RECOMMENDED THAT FUTURE PROJECTS BE FUNDED SO THAT THE SCHOOL YEAR AND THE PROJECT YEAR ARE SIMULTANEOUS, THAT PROJECTS CONTAIN FUNDS TO PROVIDE FOR TEACHER WORKSHOPS, THAT THE PROJECT DIRECTOR HAVE A PART IN THE PROGRAM WRITING AND BE CONTRACTED TO CONTINUE WITH THE PROGRAM UNTIL COMPLETION, THAT THE DEGREE OF COMMITMENT BY ALL CONCERNED BE EXPLICIT AND MONITORED, AND THAT PROJECTS BE CONDUCTED FOR MORE THAN THREE YEARS. THE DOCUMENT INCLUDES AN EVALUATION OF THE PROJECT BY THE UNIVERSITY OF RHODE ISLAND CURRICULUM RESEARCH AND DEVELOPMENT CENTER. THE EVALUATION CONCLUDED THAT THE WEAKEST PART OF THE PROJECT WAS THE GUIDANCE COMPONENT AT THE JUNIOR AND SENIOR HIGH SCHOOLS. ALL OTHER AREAS APPEARED TO BE PROGRESSING, WHICH PERCEPTION WAS SUPPORTED BY TEST DATA. A RELATED DOCUMENT IS AVAILABLE AS VT 101 391 IN ARM, VOL. 8, NO. 1. (MF)

## VT 102 131

SINGLETERY, ERNEST E.  
A REVIEW OF THE VOCATIONAL EDUCATION AMENDMENTS OF 1968 AS RELATED TO THE HANDICAPPED.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - APR73 22P.

DESCRIPTORS - \*FEDERAL LEGISLATION; \*HANDICAPPED; \*SPECIAL EDUCATION; VOCATIONAL EDUCATION; SPECIAL EDUCATION TEACHERS; \*SPECIAL PROGRAMS; COOPERATIVE PROGRAMS; INTERAGENCY COOPERATION  
IDENTIFIERS - \*VOCATIONAL EDUCATION AMENDMENTS OF 1968

ABSTRACT - FOR BETTER UNDERSTANDING

AND APPRECIATION OF THE VOCATIONAL EDUCATION AMENDMENTS OF 1968. A BRIEF REVIEW OF THE LEGISLATIVE DEVELOPMENT OF VOCATIONAL EDUCATION IS PRESENTED, WITH EMPHASIS ON THE 10 PERCENT FUNDING ALLOCATED FOR THE HANDICAPPED. THE TERM "HANDICAPPED" IS DEFINED. GUIDELINES FOR VOCATIONAL EDUCATION TEACHERS OF THE HANDICAPPED ARE PRESENTED, INTERAGENCY COOPERATION FOR DELIVERY OF QUALITY SERVICE IS EXPLORED, AND SOME OF THE PROGRAMS SERVING THE HANDICAPPED ARE LOOKED AT. A MODEL COOPERATIVE AGREEMENT IS EXAMINED ALONG WITH TRAINING OF PERSONNEL AND OTHER SERVICES AVAILABLE UNDER THE AMENDMENTS. (AUTHOR/MF)

## VT 102 132

LOUDERMILK, WALTER B.; WEBB, EARL S.

ROLE OF THE VOCATIONAL DIRECTOR AS PERCEIVED BY VOCATIONAL DIRECTORS AND HIGH SCHOOL PRINCIPALS.

TEXAS A AND M UNIV., COLLEGE STATION. DEPT. OF AGRICULTURAL EDUCATION.  
TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF OCCUPATIONAL EDUCATION AND TECHNOLOGY.; TEXAS A AND M UNIV., COLLEGE STATION. TEXAS AGRICULTURAL EXPERIMENT STATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - AUG73 22P.

DESCRIPTORS - \*VOCATIONAL DIRECTORS; \*ROLE PERCEPTION; \*PRINCIPALS; \*ADMINISTRATOR ROLE; RELATIONSHIP; \*SCHOOL DISTRICTS; SURVEYS  
IDENTIFIERS - TEXAS

ABSTRACT - THE TEXAS EDUCATION AGENCY HAS BEEN ALLOCATING THE VOCATIONAL DIRECTOR UNIT TO LOCAL SCHOOL DISTRICTS SINCE 1969 IN ORDER TO PROVIDE ADMINISTRATIVE AND SUPERVISORY SERVICES TO THE VARIOUS VOCATIONAL PROGRAMS. TRADITIONALLY, THE HIGH SCHOOL PRINCIPAL HAS BEEN RESPONSIBLE FOR MOST OF THESE SERVICES. THEREFORE, DUE TO THE NEWNESS OF THE POSITION NEITHER THE ROLE OF THE DIRECTOR NOR HIS

RELATIONSHIP WITH OTHER ADMINISTRATIVE PERSONNEL HAS BEEN CLEARLY DELINEATED. THE PURPOSE OF THIS STUDY WAS TO DETERMINE THE ROLE OF THE VOCATIONAL DIRECTOR AS PERCEIVED BY THE DIRECTOR AND BY THE HIGH SCHOOL PRINCIPAL. QUESTIONNAIRES WERE SENT TO THE 133 VOCATIONAL DIRECTORS IN THE STATE OF TEXAS AS OF APRIL 1, 1973 AND TO 133 HIGH SCHOOL PRINCIPALS IN SCHOOL DISTRICTS EMPLOYING A VOCATIONAL DIRECTOR. DATA FROM RESPONDENTS, 121 DIRECTORS AND 121 PRINCIPALS, WERE ANALYZED BY PAIRED COMPARISONS OF DIRECTORS AND PRINCIPALS IN THE SAME SCHOOL DISTRICTS. RESPONSES, CONCLUSIONS, AND RECOMMENDATIONS ARE DETAILED IN THE REPORT. (AUTHOR/MF)

## VT 102 133

NOON, MADELINE ESTELLA; HANSON, CONNIE  
EVALUATION AND REPORT ON CONSUMER AND HOMEMAKING PROGRAM IN DEPRESSED AREAS. UTTERBACK JUNIOR HIGH SCHOOL PROGRAM. WAKEFIELD JUNIOR HIGH SCHOOL PROGRAM. JUNE AND JULY, 1972.

TUCSON PUBLIC SCHOOLS, ARIZ.  
ARIZONA STATE DEPT. OF VOCATIONAL EDUCATION, PHOENIX.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 72 44P.

DESCRIPTORS - \*HOME ECONOMICS; \*CONSUMER EDUCATION; COOKING INSTRUCTION; SEWING INSTRUCTION; SELF CARE SKILLS; LOW INCOME GROUPS; \*JUNIOR HIGH SCHOOL STUDENTS; \*SUMMER PROGRAMS; PRETESTING; POST TESTING  
IDENTIFIERS - TUCSON PUBLIC SCHOOLS; ARIZONA

ABSTRACT - THE DOCUMENT DESCRIBES THE CONSUMER AND HOME ECONOMICS SUMMER PROGRAMS FOR GRADE 7 AND GRADE 8 GIRLS IN TWO JUNIOR HIGH SCHOOLS. THE PROGRAMS PROVIDED OPPORTUNITIES TO LEARN BASIC SEWING AND COOKING SKILLS, AS WELL AS PERSONAL IMPROVEMENT SUCH AS GROOMING, HYGIENE, POSTURE, AND MODFLING. A NUMBER OF FIELD TRIPS

TO SUPPLEMENT THE CLASS INSTRUCTION WERE MADE. PRETESTS AND POST-TESTS WERE USED TO EVALUATE THE PROGRAMS. THE TESTS SHOWED THAT ALL OF THE GIRLS HAD IMPROVED, AND THE STUDENTS' OWN EVALUATIONS WERE VERY POSITIVE. TEACHERS ALSO FELT THAT THE PROGRAMS WERE SUCCESSFUL AND RECOMMENDED CONTINUATION, WITH MORE SUPPLIES AND TIME ALLOTTED FOR THE PROGRAMS. (MF)

## VT 102 134

KEVORKIAN, ARTHUR H., AND OTHERS  
REPORT OF THE CAREER EXPLORATION PROGRAM FOR JUNIOR HIGH SCHOOLS IN NEW BRITAIN.

NEW BRITAIN BOARD OF EDUCATION, CONN.

CONNECTICUT STATE DEPT. OF EDUCATION, HARTFORD. DIV. OF VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - ND 185P.

DESCRIPTORS - PROGRAM DEVELOPMENT; \*CAREER EDUCATION; JUNIOR HIGH SCHOOLS; \*SCHOOL COMMUNITY PROGRAMS; OCCUPATIONAL CLUSTERS; \*OCCUPATIONAL GUIDANCE; \*GUIDANCE CENTERS; UNITS OF STUDY (SUBJECT FIELDS)  
IDENTIFIERS - \*CAREER EXPLORATION

ABSTRACT - THE CAREER EXPLORATION PROGRAM, INVOLVING FOUR JUNIOR HIGH SCHOOLS IN NEW BRITAIN, CONNECTICUT, IS DESIGNED TO UTILIZE TEACHERS, COUNSELORS AND THE COMMUNITY TO PROVIDE AN INTEGRATED CLASSROOM WORK-ROLE PLACEMENT PROGRAM. THIS REPORT PRESENTS PLANS FOR THE IMPLEMENTATION OF THE PROGRAM, SCHEDULED FOR SEPTEMBER, 1972. THE FACULTIES OF THE PARTICIPATING SCHOOLS, REPRESENTING FIVE AREAS--SCIENCE AND MATH, SOCIAL STUDIES, COMMUNICATIONS, GUIDANCE AND SPECIAL AREAS REPORT THEIR RECOMMENDATIONS AND THE RESULTS OF THEIR INVESTIGATIONS OF COMMUNITY REACTION. THE ROLE OF THE TEACHER IS TO GENERATE UNITS OF STUDY, BASED ON THE OCCUPATIONAL CLUSTERS CONCEPT, RELATING DISCIPLINE AREAS DIRECTLY WITH

OCCUPATIONS. THE GUIDANCE DEPARTMENT IS TO PROVIDE VOCATIONAL MATERIALS AND COORDINATE STUDENT INTERESTS WITH PLACEMENT IN THE COMMUNITY. INCLUDED IN THE REPORT ARE SAMPLE UNITS OF STUDY RELATING TO MANY PUBLIC SERVICE OCCUPATIONS, LISTS OF VOCATIONAL MATERIALS, MINUTES OF THE VARIOUS MEETINGS, AND FORMS AND FORM LETTERS GENERATED IN THE COURSE OF THE PROJECT. (NJ)

VT 102 135

HAUSER, ROBERT M.; FEATHERMAN, DAVID L.

WHITE-NONWHITE DIFFERENTIALS IN OCCUPATIONAL MOBILITY AMONG MEN IN THE UNITED STATES, 1962-1972.

WISCONSIN UNIV., MADISON. CENTER FOR DEMOGRAPHY AND ECOLOGY. NATIONAL SCIENCE FOUNDATION, WASHINGTON, D.C.; WISCONSIN UNIV., MADISON. COLL. OF AGRICULTURAL AND LIFE SCIENCES.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

GI-31604X

WORKING-PAP-73-10

PUB DATE - MAR73 43P.; PAPER PREPARED FOR THE MEETINGS OF THE POPULATION ASSOCIATION OF AMERICA, NEW ORLEANS, LOUISIANA, APRIL 1973.

DESCRIPTORS - \*OCCUPATIONAL MOBILITY; \*RACE INFLUENCES; MALES; NATIONAL DEMOGRAPHY; \*EMPLOYMENT PATTERNS.

ABSTRACT - THIS PAPER ANALYZES AND COMPARES TRENDS IN THE OCCUPATIONAL DISTRIBUTION OF WHITE AND NONWHITE MEN BETWEEN 1962 AND 1972 AT AGES 35-44, 45-54, AND 55-64. THE FINDINGS SUGGEST IN 1972 AS IN 1962 THE INFERIOR OCCUPATIONAL CHANCES OF NONWHITES ARE DUE PRIMARILY TO THEIR DISADVANTAGED PATTERNS OF OCCUPATIONAL MOBILITY, RATHER THAN TO IMPOVERISHED SOCIAL ORIGINS. TABLES DISPLAYING THE COLLECTED DATA ARE INCLUDED. (NJ)

VT 102 136

MURRAY, JOHN P.

CAREER EDUCATION PROJECT. INTERIM REPORT.

BUFFALO PUBLIC SCHOOLS, N.Y. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHFW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-72-5148

PUB DATE - JUL73 74P.

DESCRIPTORS - \*CAREER EDUCATION; \*OCCUPATIONAL GUIDANCE; PROGRAM EVALUATION; ELEMENTARY GRADES; SECONDARY GRADES; COMPREHENSIVE PROGRAMS; DEVELOPMENTAL PROGRAMS IDENTIFIERS - BUFFALO; NEW YORK

ABSTRACT - THIS INTERIM REPORT DESCRIBES THE PROGRESS OF THE FIRST OF A THREE-YEAR PROJECT BY THE BUFFALO, NEW YORK SCHOOL SYSTEM TO DEVELOP A K-12 CAREER EDUCATION PROGRAM. BASED ON A MODEL OF CAREER EDUCATION AS A DEVELOPMENTAL PROCESS, AND USING A COUNSELOR/TEACHER TEAM APPROACH, THE PROGRAM INCLUDED THREE JUNIOR HIGH SCHOOLS AND NINE ELEMENTARY SCHOOLS. THE TECHNIQUES USED WERE COUNSELING, GAMES AND ROLE PLAYING, FIELD TRIPS AND CLASS PRESENTATIONS. IN ADDITION, A SCHOOL EMPLOYMENT SERVICE WAS CREATED. THE RESULTS OF THE EVALUATION, OBTAINED BY PRE-POST TEST INSTRUMENTS, SHOWED A DEFINITE INCREASE IN OCCUPATIONAL KNOWLEDGE. INCLUDED IN THE APPENDIX ARE A SAMPLE CAREER EDUCATION GAME, AN OUTLINE OF THE GUIDANCE PROGRAM, A LIST OF INSTRUCTIONAL MATERIALS, AND A K-9 RESOURCE GUIDE. (NJ)

VT 102 137

CAREER EDUCATION. A GUIDE TO THE 1972-1973 PILOT PROJECT.

EAST PROVIDENCE SCHOOL DEPT., R.I. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - NO 45P.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER AWARENESS; \*OCCUPATIONAL GUIDANCE; \*ELEMENTARY SECONDARY EDUCATION; \*OCCUPATIONAL CLUSTERS; INDIVIDUALIZED INSTRUCTION; LEARNING LABORATORIES; PILOT

PROJECTS  
IDENTIFIERS - RHODE ISLAND

ABSTRACT - A PILOT PROGRAM TO TEST THE IDEA THAT A CAREER-ORIENTED, LEARNER CENTERED PROGRAM IS SUPERIOR TO THE TRADITIONAL SUBJECT-MATTER-CENTERED APPROACH IS DESCRIBED IN THIS GUIDE. THE PILOT PROGRAM FOR IMPLEMENTING A CAREER DEVELOPMENT PROGRAM WAS DESIGNED FOR K-12 STUDENTS IN THE EAST PROVIDENCE, RHODE ISLAND SCHOOL DISTRICT. IN ADDITION, A WORKSHOP FOR ORIENTING TEACHERS TO CAREER EDUCATION WAS CONDUCTED PRIOR TO PLANNING THE IMPLEMENTATION. THE PROPOSED PROGRAM WAS DEVELOPED FOR TWO MAJOR COMPONENTS, THE ELEMENTARY COMPONENT AND THE SECONDARY COMPONENT. INCLUDED WITH THE PROGRAM DESCRIPTION ARE SAMPLE ACTIVITIES FOR STUDENTS, A LISTING OF AUDIOVISUAL AIDS AND MATERIALS, AND A LISTING OF SAMPLE COMMUNITY RESOURCES. (VA)

VT 102 138

SMITH, VIVIAN S.  
COOPERATIVE STATEWIDE PLANNING FOR HEALTH MANPOWER DATA IN OKLAHOMA.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - AUG73 14P.

DESCRIPTORS - \*HEALTH PERSONNEL;  
\*HEALTH OCCUPATIONS EDUCATION;  
\*MANPOWER NEEDS; \*STATEWIDE PLANNING; PERSONNEL DATA;  
OCCUPATIONAL SURVEYS  
IDENTIFIERS - \*OKLAHOMA INTERAGENCY HEALTH MANPOWER DATA

ABSTRACT - THE DEVELOPMENT OF AN INTERAGENCY STATEWIDE COOPERATIVE EFFORT TO PROVIDE SUITABLE HEALTH MANPOWER NEEDS DATA FOR PLANNING REGIONS AND THE STATE OF OKLAHOMA AS A WHOLE IS DESCRIBED. GROUPS REPRESENTED ARE IDENTIFIED WITHIN THE FRAMEWORK OF ORGANIZATIONAL PATTERNS IN OKLAHOMA. PROBLEMS, POTENTIALS, AND CHALLENGES TO HEALTH MANPOWER EDUCATIONAL PLANNERS ARE DISCUSSED, PARTICULARLY IN TERMS OF RELATING PRODUCTION TO NEEDS AND PROGRAM

CATEGORIES TO JOB TITLES.  
(AUTHOR/VA)

VT 102 139

JORDAN, KENNETH C.  
NEW OPPORTUNITIES FOR WORK. INTERIM REPORT.

LEWISTON SCHOOL DISTRICT, MAINE.  
BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OEG-0-71-0652(361)

PUB DATE - JUL73 235P.

DESCRIPTORS - \*CAREER EDUCATION;  
\*CAREER AWARENESS; \*COOPERATIVE EDUCATION; \*CURRICULUM DEVELOPMENT;  
\*ELEMENTARY SECONDARY EDUCATION;  
INSERVICE TEACHER EDUCATION;  
OCCUPATIONAL GUIDANCE; FIELD TRIPS;  
LEARNING ACTIVITIES; FILM LIBRARIES; INSTRUCTIONAL MATERIALS;  
TUTORIAL PROGRAMS  
IDENTIFIERS - LEWISTON; MAINE; NEW OPPORTUNITIES FOR WORK PROGRAM; NOW PROGRAM

ABSTRACT - THE SECOND INTERIM REPORT DESCRIBES THE ACTIVITIES UNDERTAKEN DURING THE TIME PERIOD OF JULY 1, 1972 TO JUNE 30, 1973 OF THE NEW OPPORTUNITIES FOR WORK (NOW) PROGRAM IN LEWISTON, MAINE. THE GENERAL GOAL OF THE NOW PROGRAM IS TO INTEGRATE CAREER EDUCATION ACTIVITIES INTO THE ENTIRE CURRICULUM IN GRADES K-12. DURING THE SECOND YEAR OF THE NOW PROGRAM, ELEVEN MAJOR GOALS WERE PROPOSED. THIS REPORTING PERIOD CONCENTRATED ITS CAREER EDUCATION IMPLEMENTATION EFFORTS AT THE ELEMENTARY AND SENIOR HIGH SCHOOL LEVELS. THE MAJOR ACCOMPLISHMENTS DURING THE SECOND YEAR OF THE NOW PROGRAM INCLUDED THE PROVISION OF INSERVICE TRAINING FOR LEADERS AND TRAINERS OF VOCATIONAL EXPLORATION GROUP, DEVELOPMENT OF A FILM LIBRARY SERVICE AND HUMAN RESOURCES DIRECTORY, AND FURTHER EXPANSION OF CURRICULUM DEVELOPMENT EFFORTS. A THIRD PARTY EVALUATION OF THE PROJECT ACCOMPLISHMENTS BY EACH MAJOR GOAL IS INCLUDED. (VA)



VT 102 140

INGRAM, JERRY

A STUDY OF THE CORRELATION BETWEEN  
SELECTED INSTRUCTIONAL METHODS AND  
INDIVIDUAL LEARNING STYLES MEASURED  
ON A CONCRETE/SYMBOLIC CONTINUUM.  
FINAL REPORT.

WISCONSIN UNIV. - STOUT, MENOMONIE.  
CENTER FOR VOCATIONAL, TECHNICAL  
AND ADULT EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN74 94P.

DESCRIPTORS - CORRELATION;

\*TEACHING METHODS; \*LEARNING

CHARACTERISTICS; EDUCATIONAL

EXPERIMENTS; \*COGNITIVE

MEASUREMENT; \*PSYCHOMOTOR SKILLS;

\*STUDENT OPINION

ABSTRACT - THE PROBLEM THIS STUDY  
UNDERTOOK WAS TO MEASURE THE IMPACT  
OF DIVERSE INSTRUCTIONAL METHODS ON  
INDIVIDUALS WHOSE LEARNING STYLES  
TENDED TO FALL ALONG A CONCRETE-  
SYMBOLIC CONTINUUM AS MEASURED BY A  
LEARNING ACTIVITIES QUESTIONNAIRE.  
TWO ASSUMPTIONS WERE MADE, ONE THAT  
THOSE WITH HIGHLY CONCRETE LEARNING  
STYLES LEARN BEST BY DIRECT CONTACT  
TYPE ACTIVITIES, AND THE OTHER, THAT  
INDIVIDUALS WITH HIGHLY SYMBOLIC  
LEARNING STYLES LEARN BEST BY  
ABSTRACT TYPE ACTIVITIES. THE  
POPULATION CHOSEN FOR THIS  
EXPERIMENT CONSISTED OF STUDENTS  
ENROLLED IN AN AUDIOVISUAL  
COMMUNICATIONS CLASS AT THE  
UNIVERSITY OF WISCONSIN-STOUT. TWO  
DIVERSE METHODS OF INSTRUCTION WERE  
DEVELOPED: A DIRECT CONTACT TYPE  
USING THE ACTUAL EQUIPMENT BEING  
STUDIED WITH ASSISTANCE FROM AN  
INSTRUCTOR WHEN DESIRED, AND AN  
ABSTRACT METHOD USING AUDIOTAPE  
NARRATION ONLY. FINDINGS INDICATED  
THAT THERE WAS NO SIGNIFICANT  
DIFFERENCE IN THE COGNITIVE SKILLS  
GAINED REGARDLESS OF LEARNING STYLE  
OR TREATMENT. HOWEVER, THERE WAS A  
SIGNIFICANT DIFFERENCE IN  
PSYCHOMOTOR SKILLS GAINED DEPENDING  
ON THE TREATMENT METHOD. IT WAS  
FELT, THEREFORE, THAT THE THEORY OF  
LEARNING STYLE MEASUREMENT AND THE

TEACHING TO MEASURED LEARNING STYLE  
IS A VALID THEORY. STUDENT OPINION  
FAVORED THE DIRECT CONTACT TYPE OF  
INSTRUCTION TO THE ABSTRACT  
APPROACH. (AUTHOR/MF)

VT 102 141

HAUCK, RICH; LENHART, MICHAEL

A SURVEY OF THE CAREER DEVELOPMENT  
INSTITUTE EXPLORATORY PROGRAM FOR  
INVESTIGATING TRAINING IN A CLUSTER  
OF VOCATIONAL OCCUPATIONS.

NORTH DAKOTA STATE SCHOOL OF  
SCIENCE, WAHPETON.

NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
RESEARCH COORDINATING UNIT.; OFFICE  
OF EDUCATION (DHEW), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

RES-REP-14

PUB DATE - APR75 17P.

DESCRIPTORS - \*VOCATIONAL  
DEVELOPMENT; OCCUPATIONAL  
INFORMATION; \*CAREER PLANNING;  
EDUCATIONAL PROGRAMS; PROGRAM  
EVALUATION; HIGH SCHOOL STUDENTS;  
\*STUDENT OPINION; \*PARENT  
ATTITUDES; SCHOOL SURVEYS  
IDENTIFIERS - NORTH DAKOTA

ABSTRACT - TO PROVIDE INFORMATION  
ABOUT CHANGING EDUCATIONAL AND  
VOCATIONAL OPPORTUNITIES FOR  
STUDENTS FROM SMALL, RURAL NORTH  
DAKOTA SECONDARY SCHOOLS, A CAREER  
DEVELOPMENT INSTITUTE WAS  
ESTABLISHED AT THE NORTH DAKOTA  
STATE SCHOOL OF SCIENCE. THE  
PURPOSE OF THE INSTITUTE WAS TO  
BROADEN STUDENTS' KNOWLEDGE OF THE  
OPPORTUNITIES AVAILABLE TO THEM IN  
THE WORLD OF WORK. PARTICIPANTS OF  
THE INSTITUTE'S FIRST FOUR YEARS  
(1970-1973) WERE SURVEYED FOR THEIR  
RATINGS OF THE CAREER DEVELOPMENT  
PROGRAM. DATA AND FINDINGS ARE  
PRESENTED UNDER THREE MAJOR  
HEADINGS: STUDENTS, PARENTS, AND  
SCHOOLS. STUDENTS INDICATED THAT  
THE INSTITUTE WAS HELPFUL IN  
CHOOSING A CAREER, THAT THEY  
LEARNED OF NEW CAREER AREAS, AND  
THAT THE INSTITUTE PROGRAM WOULD BE  
BENEFICIAL FOR ALL HIGH SCHOOL

STUDENTS. PARENTS AND SCHOOLS ALSO FELT THAT THE INSTITUTE APPEARED TO BE AN EFFECTIVE WAY TO BROADEN KNOWLEDGE OF CAREER OPPORTUNITIES AND TO HELP STUDENTS PLAN EDUCATIONAL PROGRAMS TO FIT THEIR CAREER PLANS. RESPONSES TO THE SURVEYS AND COMMENTS FROM PARENTS AND SCHOOLS ARE APPENDED. (MF)

VT 102 142

CHANGING HORIZONS: A PROFILE OF JOBS TO 1980. EMPLOYMENT PROJECTIONS BY SPECIFIC INDUSTRIES AND OCCUPATIONS.

TEXAS EMPLOYMENT COMMISSION, AUSTIN.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - FEB75 107P.

DESCRIPTORS - \*EMPLOYMENT PROJECTIONS; \*EMPLOYMENT TRENDS; \*OCCUPATIONAL SURVEYS; \*OCCUPATIONAL MOBILITY; \*MANPOWER NEEDS  
IDENTIFIERS - TEXAS; \*LABOR FORCE PARTICIPATION

ABSTRACT - TRAINING PROGRAMS ARE OFTEN LINKED TO CURRENT DEMAND AND ARE UNABLE TO ADJUST TO CHANGING NEEDS RAPIDLY ENOUGH TO PROVIDE AN EQUILIBRIUM IN WORKER SUPPLY AND DEMAND. TO HELP WITH PLANNING FOR FUTURE NEEDS, THE INFORMATION CONTAINED IN THIS REPORT COVERS PRELIMINARY EMPLOYMENT PROJECTIONS TO 1980, BY INDUSTRY AND BY OCCUPATION, FOR THE STATE OF TEXAS. POPULATION GROWTH IN TEXAS IS EXPECTED TO CONTINUE AT A RAPID RATE, AS IS INDUSTRIAL GROWTH, AND THE PARTICIPATION RATE OF POTENTIAL LABOR FORCE MEMBERS TO TOTAL EMPLOYMENT HAS INCREASED SUBSTANTIALLY. THE REPORT INCLUDES TABLES OF 1970 EMPLOYMENT BY DETAILED INDUSTRY WITH PROJECTIONS TO 1976 AND 1980; EMPLOYMENT AND PROJECTED EMPLOYMENT BY OCCUPATION; AND PROJECTED JOB OPENINGS BY OCCUPATION FOR 1976. EMPLOYMENT TRENDS BY INDUSTRY AND BY OCCUPATION ARE ALSO DISCUSSED. (MF)

VT 102 143

DEVELOPING A LIST OF COMPETENCIES FOR THE COMMUNICATION SKILLS AREA IN VOCATIONAL-TECHNICAL POST-SECONDARY EDUCATION. FINAL REPORT.

MID-STATE VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT, WISCONSIN RAPIDS, WIS.

WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - APR75 126P.

DESCRIPTORS - \*COMMUNICATION SKILLS; \*CLUSTER GROUPING; POST SECONDARY EDUCATION; GRADUATE SURVEYS; VOCATIONAL SCHOOLS; EMPLOYERS; \*STATE SURVEYS  
IDENTIFIERS - WISCONSIN

ABSTRACT - COMMUNICATION SKILLS CLASSES MUST PREPARE STUDENTS FOR LIVING AND FOR EARNING A LIVING. AS THE POSTSECONDARY TECHNICAL-VOCATIONAL SCHOOLS THROUGHOUT WISCONSIN SHOWED GREAT DIFFERENCES IN THE CONTENT OF THEIR COMMUNICATION SKILLS COURSES, BOTH AMONG SCHOOLS AND WITHIN VARIOUS EDUCATIONAL PROGRAMS, A STATEWIDE SURVEY WAS CONDUCTED TO DETERMINE THE IMPORTANCE OF VARIOUS COMMUNICATION SKILLS COMPETENCIES. A LIST OF 40 COMMUNICATION SKILLS OR TASKS WAS DEVELOPED. QUESTIONNAIRES CONTAINING THESE 40 COMPETENCIES WERE SENT TO EMPLOYERS AND TO GRADUATES OF VOCATIONAL-TECHNICAL PROGRAMS FOR RANKING OF THE COMPETENCIES IN 15 OCCUPATIONS IN JOB CLUSTERS FOR BUSINESS TECHNOLOGY, SECRETARIAL AND RELATED SCIENCE, INDUSTRIAL MACHINE, HEALTH VOCATION, AND INDUSTRIAL TECHNOLOGY. DETAILED RANK ORDERS AND MEAN RESPONSES ARE PRESENTED IN THE REPORT. SURVEY RESULTS INDICATED THAT SOME COMMUNICATION SKILLS ARE MORE IMPORTANT THAN OTHERS AND THAT DIFFERENT OCCUPATIONS REQUIRE DIFFERENT LEVELS OF COMPETENCY. RESULTS ALSO SUPPORTED THE CLUSTER CONCEPT THAT VOCATIONAL PROGRAMS CAN BE CLUSTERED FOR THE PURPOSE OF TEACHING OR LEARNING COMMUNICATION

# SKILLS. (MF)

VT 102 144

JERECZEK, EUGENE P.  
INTERNATIONAL VOCATIONAL STUDIES IN  
ADVANCED CULINARY ARTS. FINAL  
REPORT.

MINNEAPOLIS INDEPENDENT SCHOOL  
DISTRICT 287, MINN.  
MINNESOTA STATE DEPT. OF EDUCATION,  
ST. PAUL. DIV. OF VOCATIONAL AND  
TECHNICAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 28FEB75 71P.

DESCRIPTORS - \*INTERNATIONAL  
PROGRAMS; \*DEVELOPMENTAL PROGRAMS;  
\*POST SECONDARY EDUCATION; \*COOKING  
INSTRUCTION; STUDY ABROAD; PILOT  
PROJECTS; \*FOOD SERVICE OCCUPATIONS  
IDENTIFIERS - SWITZERLAND

ABSTRACT - THIS DOCUMENT DESCRIBES  
A PROGRAM IN WHICH 21 POSTSECONDARY  
COOK/CHEF STUDENTS WERE AFFORDED  
THE OPPORTUNITY TO SPEND SIX MONTHS  
IN A TRAINING EXPERIENCE IN  
SWITZERLAND. THE PROJECT,  
COORDINATED THROUGH THE SWISS HOTEL  
ASSOCIATION, WAS INTENDED TO  
PROVIDE A BASIS FOR SHARING  
INFORMATION WITH THE FOOD INDUSTRY,  
ESPECIALLY IN MINNESOTA. ALL  
PARTICIPANTS REPORTED THAT THE  
PROGRAM CONTRIBUTED TO THEIR  
GROWTH. LANGUAGE AND CULTURAL  
ADJUSTMENT WERE SEEN AS THE BIGGEST  
HANDICAPS WHICH WERE ENCOUNTERED  
MOST FREQUENTLY AT THE BEGINNING OF  
THE EXPERIENCE. IT WAS RECOMMENDED  
THAT THE PROGRAM BE CONTINUED. (LJ)

VT 102 145

FOLLOW-UP STUDY OF STUDENTS EXITED  
FROM SELECTED VOCATIONAL PROGRAMS  
IN NEW HAMPSHIRE SECONDARY SCHOOLS.

NEW HAMPSHIRE UNIV., DURHAM.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 73 46P.

DESCRIPTORS - \*FOLLOWUP STUDIES;  
\*VOCATIONAL FOLLOWUP; SECONDARY  
SCHOOL STUDENTS; GRADUATE SURVEYS;  
DROPOUTS; \*STATE SURVEYS; WORK

EXPERIENCE; EDUCATIONAL PROGRAMS;  
\*FEASIBILITY STUDIES  
IDENTIFIERS - NEW HAMPSHIRE

ABSTRACT - THE PROJECT REPORTED IN  
THIS DOCUMENT WAS UNDERTAKEN IN THE  
SUMMER OF 1973 TO DETERMINE THE  
FEASIBILITY OF AND PROCESS FOR  
GATHERING INFORMATION ON STUDENTS  
EXITED FROM VOCATIONAL PROGRAMS IN  
NEW HAMPSHIRE SECONDARY SCHOOLS. A  
COMPARABLE GROUP OF GENERAL STUDIES  
STUDENTS WAS INCLUDED IN THE DATA  
BASE. THE SURVEY WAS DESIGNED TO  
COMPARE THE FORMER STUDENTS'  
EDUCATIONAL PROGRAMS AND WORK  
EXPERIENCE. GOALS WERE TO OBTAIN  
FOLLOWUP INFORMATION FOR PROGRAM  
PLANNING IN VOCATIONAL EDUCATION  
AND TO EVALUATE THE PROCESS FOR  
GATHERING DATA. SCHOOL RECORDS WERE  
USED TO SURVEY FORMER STUDENTS AND  
THEIR EDUCATIONAL PROGRAMS FROM  
SCHOOL YEARS 1968, 1970, AND 1972.  
IT WAS CONCLUDED THAT THE PROCESSES  
USED WERE A VIABLE MEANS OF  
PROVIDING A HIGH RESPONSE TO A  
STATEWIDE SURVEY. HOWEVER,  
STANDARDIZED METHODS OF KEEPING  
SCHOOL RECORDS WOULD SAVE TIME AND  
COSTS IN SUCH SURVEYS. SURVEY FORMS  
AND ANALYSES OF RESPONSES ARE  
APPENDED. (MF)

VT 102 146

RICHARDSON, WILLIAM B.; MCFADDEN,  
JOAN R.  
AN IDENTIFICATION OF EMPLOYMENT  
PATTERNS OF VOCATIONAL GRADUATES OF  
INDIANA SECONDARY SCHOOLS. FINAL  
REPORT.

PURDUE UNIV., LAFAYETTE, IND. DEPT.  
OF EDUCATION.  
INDIANA STATE DEPT. OF PUBLIC  
INSTRUCTION, INDIANAPOLIS. DIV. OF  
VOCATIONAL EDUCATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JAN75 40P.; SEE  
RELATED DOCUMENT VT 102 147 IN THIS  
ISSUE.

DESCRIPTORS - \*GRADUATE SURVEYS;  
\*VOCATIONAL FOLLOWUP; HIGH SCHOOL  
GRADUATES; \*EMPLOYMENT PATTERNS;  
CORRELATION; VOCATIONAL EDUCATION  
IDENTIFIERS - INDIANA

**ABSTRACT - THE OBJECTIVES OF THIS STUDY WERE TO DETERMINE THE CORRELATION BETWEEN THE FACTORS OF EMPLOYMENT PATTERNS AND VOCATIONAL PROGRAM TYPES FOR 1972-1973 GRADUATES OF SECONDARY VOCATIONAL PROGRAMS IN INDIANA. A RANDOM SAMPLE OF SCHOOLS AND GRADUATES, STRATIFIED FOR VOCATIONAL PROGRAM TYPES, COMPRISED THE POPULATION. FINDINGS ARE DETAILED IN NARRATIVE AND TABULAR FORM. A MAJORITY OF THE VOCATIONAL GRADUATES DID SEEK EMPLOYMENT AND A MAJORITY WORKED IN OCCUPATIONS AT LEAST SOMEWHAT RELATED TO THEIR VOCATIONAL TRAINING. THE ONLY SIGNIFICANT DIFFERENCES BETWEEN JOB RELATEDNESS AND MEAN SALARY LEVELS WERE FOUND FOR THE SIX MONTHS' EARNINGS FIGURES IN THE DISTRIBUTION EDUCATION PROGRAM. THE RELATION BETWEEN JOB RELATEDNESS AND EARNINGS WAS NOT FOUND TO BE SIGNIFICANT FOR ONE YEAR EARNINGS. THE STUDY DID NOT SUPPORT THE PREMISE THAT GRADUATES WHO WORKED IN AN OCCUPATION RELATED TO THEIR VOCATIONAL TRAINING WOULD EARN MORE THAN THOSE WORKING IN NON-RELATED OCCUPATIONS. (MF)**

**VT 102 147**

**RICHARDSON, WILLIAM B. AN ANALYSIS OF FACTORS INFLUENCING THE EARNINGS OF INDIANA HIGH SCHOOL VOCATIONAL GRADUATES. FINAL REPORT.**

**PURDUE UNIV., LAFAYETTE, IND. DEPT. OF EDUCATION.**

**INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.**

**MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.**

**PUB DATE - JAN75 50P.; SEE RELATED DOCUMENT VT 102 146 IN THIS ISSUE.**

**DESCRIPTORS - \*GRADUATE SURVEYS; HIGH SCHOOL GRADUATES; \*VOCATIONAL FOLLOWUP; \*WAGES; \*SOCIOECONOMIC INFLUENCES; MULTIPLE REGRESSION ANALYSIS IDENTIFIERS - INDIANA**

**ABSTRACT - THE STUDY WAS MADE TO**

**DETERMINE THE EARNINGS OF A SAMPLE GROUP OF INDIANA HIGH SCHOOL VOCATIONAL PROGRAM GRADUATES, TO ASCERTAIN THE EFFECT OF HYPOTHESIZED TRAINING HAS ON EARNINGS OF HIGH SCHOOL VOCATIONAL GRADUATES. THE SAMPLE WAS RANDOMLY SELECTED FROM 1972-1973 GRADUATES, STRATIFIED ACCORDING TO VOCATIONAL PROGRAM. OF THE 18 INDEPENDENT VARIABLES USED IN THE ANALYSIS, THOSE FOUND TO HAVE ANY RELATION TO EARNINGS WERE SEX, MARITAL STATUS, YEAR OF GRADUATION, JOB SATISFACTION, LABOR UNION MEMBERSHIP, AND LENGTH OF TIME AFTER GRADUATION BEFORE TAKING A JOB. MAJOR CONCLUSIONS WERE: (1) VARIABLES NOT DIRECTLY ASSOCIATED WITH VOCATIONAL TRAINING TEND TO HAVE A GREATER INFLUENCE ON THE EARNINGS OF VOCATIONAL GRADUATES, (2) SOCIOECONOMIC STATUS OF PARENTS WAS NOT A SIGNIFICANT INFLUENCE, AND (3) THE TYPE OF VOCATIONAL PROGRAM COMPLETED BY THE GRADUATE DID NOT PROVIDE ANY CONCLUSIVE RELATIONSHIP WITH EARNINGS. (MF)**

**VT 102 148**

**WALLACE, JUANITA D.**

**A COMPARISON OF PROCEDURES FOR EVALUATION OF VOCATIONAL EDUCATION PROGRAMS. RESEARCH SERIES 45.**

**TENNESSEE UNIV., KNOXVILLE, OCCUPATIONAL RESEARCH AND DEVELOPMENT COORDINATING UNIT. TENNESSEE STATE BOARD FOR VOCATIONAL EDUCATION, NASHVILLE. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.**

**RES-SER-45**

**PUB DATE - FEB75 34P.**

**DESCRIPTORS - \*PROGRAM EVALUATION; \*EVALUATION METHODS; \*COMPARATIVE ANALYSIS; VOCATIONAL EDUCATION; \*EVALUATION CRITERIA IDENTIFIERS - TENNESSEE; SELF EVALUATION**

**ABSTRACT - THE NEED FOR AN EFFICIENT WAY TO EVALUATE VOCATIONAL PROGRAMS IN TENNESSEE WAS THE BASIS FOR THIS STUDY. THE EVALUATION PROCEDURE UTILIZING ON-SITE VISITS BY A TEAM OF**



CONSULTANTS IS COMPARED WITH THE RAY SELF-CHECKLIST OF QUALITY VOCATIONAL-TECHNICAL PROGRAMS. THE COMPARISON OF THE TWO METHODS OF EVALUATION HAD TWO MAJOR OBJECTIVES: (1) TO DETERMINE IF THE STATE ON-SITE TEAM EVALUATION INSTRUMENT YIELDED THE SAME EVALUATIVE RESULTS, IN TERMS OF QUALITY INDICATORS, AS THE RAY SELF-CHECKLIST YIELDED, AND (2) TO DETERMINE IF THERE WERE ITEMS INCLUDED IN THE RAY SELF-CHECKLIST THAT WERE NOT INCLUDED IN THE ON-SITE TEAM INSTRUMENTS. FIFTEEN

SCHOOLS WHICH HAD REQUESTED A STATE VOCATIONAL EVALUATION DURING SCHOOL YEAR 1972-73 WERE REPRESENTED IN THE STUDY. IT WAS FOUND THAT THE STATE EVALUATION INSTRUMENT AND RAY SELF-CHECKLIST DO NOT IDENTIFY THE SAME QUALITY INDICATORS. THE AUTHOR RECOMMENDS THAT ADDITIONAL STUDIES BE COMPLETED TO FURTHER VALIDATE THE RAY INSTRUMENT. (VA)

VT 102 149

WEST, B.R.

DEVELOP A PRE-VOCATIONAL PROGRAM FOR FRESHMEN STUDENTS IN A COMPREHENSIVE AREA VOCATIONAL SCHOOL. EVALUATION REPORT.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - NO. 2 33P.; SEE RELATED DOCUMENT VT 102 009 IN THIS ISSUE.

DESCRIPTORS - \*PROGRAM EVALUATION; \*CURRICULUM EVALUATION; \*PREVOCATIONAL EDUCATION; \*GRADE 9 IDENTIFIERS - HAMMOND; INDIANA

ABSTRACT - AN EVALUATION OF A PROJECT DESIGNED TO DEVELOP A PREVOCATIONAL PROGRAM FOR NINTH GRADE STUDENTS IN A COMPREHENSIVE AREA VOCATIONAL SCHOOL IN HAMMOND, INDIANA IS PRESENTED. THE EVALUATION IS BASED UPON THE CURRICULUM DEVELOPMENT ASPECT OF THE PROJECT AND THE PREDICTION OF WHETHER OR NOT THE MATERIALS WILL ACCOMPLISH THE STATED PROJECT

GOALS. BOTH NEGATIVE AND POSITIVE OBSERVATIONS ABOUT THE INSTRUCTIONAL UNITS ARE OFFERED. THE METHODOLOGY EMPLOYED BY THE PROJECT IS ACCEPTED AS A VIABLE AND VALID ONE. A RECOMMENDATION IS MADE TO EXTEND THE TIME FRAME FOR THE PROJECT IN ORDER TO ALLOW FOR FIELD TESTING, REVISING MATERIALS, AND IMPLEMENTATION STUDIES. (VA)

VT 102 150

FULLER, GERALD R.; WINN, JOHN  
CAREER DEVELOPMENT PATTERNS OF VOCATIONAL PUPILS GRADUATING OR LEAVING SCHOOL 1967, 1968, 1969, 1970.

VERMONT UNIV., BURLINGTON. DEPT. OF VOCATIONAL EDUCATION AND TECHNOLOGY.

VERMONT STATE DEPT. OF EDUCATION, MONTPELIER. RESEARCH COORDINATING UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - FEB75 27P.

DESCRIPTORS - \*STATE SURVEYS; \*FOLLOWUP STUDIES; \*DATA BASES; \*VOCATIONAL FOLLOWUP; \*EDUCATIONAL ASSESSMENT; LONGITUDINAL STUDIES; EVALUATION CRITERIA; HIGH SCHOOL GRADUATES; VOCATIONAL DEVELOPMENT; AREA VOCATIONAL SCHOOLS; DATA COLLECTION IDENTIFIERS - VERMONT

ABSTRACT - THE OPPORTUNITY TO ESTABLISH A STATEWIDE DATA BASELINE, BEGINNING WITH THE FIRST YEAR THAT THE MODERN AREA VOCATIONAL CENTER CONCEPT WAS IMPLEMENTED IN VERMONT, PROVIDED THE BASIS FOR THIS STUDY. A PROJECT WAS UNDERTAKEN TO (1) FIELD TEST, ON A STATE-WIDE BASIS, A MODEL FOR COLLECTING AND ANALYZING FOLLOW-UP DATA ON GRADUATES FROM VERMONT'S VOCATIONAL EDUCATION PROGRAMS, AND (2) TO DEVELOP A FOLLOW-UP DATA FILE. THE DATA FILE WAS DEVELOPED BASED UPON A 41 PERCENT RETURN OF USABLE FORMER STUDENT SURVEY FORMS. (AUTHOR/VA)

VT 102 151

BURSIK, JAKE; KERKES, THOMAS  
EVALUATION OF SELECTED  
INSTRUCTIONAL METHODS FOR  
ACADEMICALLY DISADVANTAGED  
STUDENTS. FINAL REPORT.

NORTH CENTRAL TECHNICAL INST.,  
WAUSAU, WIS.  
WISCONSIN STATE BOARD OF  
VOCATIONAL, TECHNICAL, AND ADULT  
EDUCATION, MADISON.; OFFICE OF  
EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN74 - 50P.

DESCRIPTORS - \*EDUCATIONALLY  
DISADVANTAGED; \*ACADEMICALLY  
HANDICAPPED; \*REMEDIAL PROGRAMS;  
\*PROGRAM DEVELOPMENT; REMEDIAL  
INSTRUCTION; REMEDIAL MATHEMATICS;  
REMEDIAL READING PROGRAMS;  
INDIVIDUALIZED INSTRUCTION  
IDENTIFIERS - WAUSAU; WISCONSIN

ABSTRACT - THE PRINCIPAL PURPOSES  
OF THE PREPARATION PROGRAM AT NORTH  
CENTRAL TECHNICAL INSTITUTE,  
WAUSAU, WISCONSIN, WERE TO PROVIDE  
OPPORTUNITIES FOR CERTAIN STUDENTS  
TO FURTHER THEIR GENERAL ACADEMIC  
DEVELOPMENT AND TO EXPLORE VARIOUS  
VOCATIONAL FIELDS. STUDENTS  
INTENDED FOR THE PREPARATORY  
PROGRAM WERE THOSE IDENTIFIED BY  
THEIR HIGH SCHOOL RECORDS AND BY  
ENTRANCE EXAMINATIONS AS NEEDING  
FURTHER DEVELOPMENT BEFORE  
ADMISSION TO A POSTSECONDARY  
VOCATIONAL PROGRAM. THE PROGRAM  
OBJECTIVES WERE ACCOMPLISHED BY:  
(1) ASSESSING THE REMEDIAL  
EDUCATION NEEDS OF STUDENTS THROUGH  
DIAGNOSTIC TESTING IN READING,  
ENGLISH, MATH, NATURAL SCIENCE, AND  
STUDY SKILLS, (2) INTERVIEWING  
INSTRUCTORS FOR THEIR REACTIONS TO  
THE PROGRAM, (3) VISITING OTHER  
SCHOOLS TO EXAMINE METHODS AND  
CURRICULUM MATERIALS USED IN THEIR  
REMEDIAL EDUCATION PROGRAMS, AND  
(4) DEVELOPING PROGRAMS TO MEET THE  
SPECIFIC REMEDIAL EDUCATION NEEDS  
OF INDIVIDUAL STUDENTS. AS A RESULT  
OF THESE EFFORTS IT WAS RECOMMENDED  
THAT A LEARNING RESOURCE CENTER BE  
DEVELOPED TO PROVIDE AN OPPORTUNITY  
FOR INDIVIDUALIZED INSTRUCTION.

(VA)

VT 102 152

WELKER, L.C., JR.; GINN, CLYDE N.  
THE IMPACT OF INSTITUTIONAL  
MANPOWER DEVELOPMENT AND TRAINING  
ACT PROGRAM ON VOCATIONAL AND  
TECHNICAL EDUCATION IN THE STATE OF  
MISSISSIPPI.

UNIVERSITY OF SOUTHERN MISSISSIPPI,  
HATTIESBURG. BUREAU OF EDUCATIONAL  
RESEARCH.  
MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.; OFFICE OF EDUCATION  
(DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 30AUG74 57P.

DESCRIPTORS - VOCATIONAL EDUCATION;  
\*MANPOWER DEVELOPMENT;  
\*REHABILITATION PROGRAMS; \*PROGRAM  
EVALUATION; \*VOCATIONAL TRAINING  
CENTERS; REMEDIAL PROGRAMS;  
VOCATIONAL REHABILITATION;  
DISADVANTAGED GROUPS  
IDENTIFIERS - \*MANPOWER DEVELOPMENT  
AND TRAINING ACT PROGRAMS; MDTA  
PROGRAMS; MISSISSIPPI

ABSTRACT - THE CONCERN OF  
EDUCATIONAL AND POLITICAL LEADERS  
AS TO THE EXTENT AND NATURE OF  
IMPACT MADE BY INSTITUTIONAL  
MANPOWER DEVELOPMENT AND TRAINING  
ACT (MDTA) PROGRAMS PROVIDED THE  
BASIS FOR THIS STUDY. THIS RESEARCH  
REPORT DESCRIBES THE DEGREE OF  
INFLUENCE THAT THE MDTA PROGRAMS  
HAD ON VOCATIONAL AND TECHNICAL  
EDUCATION IN THE STATE OF  
MISSISSIPPI FROM 1970-73. THIRTY-  
FIVE PERSONS INVOLVED IN VOCATIONAL  
EDUCATION WERE INTERVIEWED TO  
OBTAIN DATA WHICH WOULD CONTRIBUTE  
QUESTIONS AND ANSWERS TO THE FOCAL  
POINT OF THE STUDY. THE DATA WERE  
ANALYZED WITHIN TEN CATEGORICAL  
SEGMENTS. OVERALL, INSTITUTIONAL  
MDTA PROGRAMS WERE THOUGHT TO HAVE  
A MODERATELY POSITIVE DEGREE OF  
INFLUENCE UPON OTHER VOCATIONAL  
EDUCATION PROGRAMS. (VA)

VT 102 153.

WELKER, L.C., JR.; GINN, CLYDE N.  
THE IDENTIFICATION OF SOCIAL SKILLS  
NEEDED IN SPECIFIC VOCATIONAL AND  
TECHNICAL AREAS-AND POSSIBLE  
INSTRUCTIONAL APPROACHES APPLICABLE  
TO SUCH NEEDS.

UNIVERSITY OF SOUTHERN MISSISSIPPI,  
HATTIESBURG. BUREAU OF EDUCATIONAL  
RESEARCH.

MISSISSIPPI STATE DEPT. OF  
EDUCATION, JACKSON. DIV. OF  
VOCATIONAL AND TECHNICAL  
EDUCATION.; OFFICE OF EDUCATION  
(DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ,  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 30AUG74 225P.

DESCRIPTORS - \*INTERPERSONAL  
COMPETENCE; \*SOCIAL  
CHARACTERISTICS; \*COMMUNICATION  
SKILLS; READING SKILLS; WRITING  
SKILLS; \*HUMAN RELATIONS; TECHNICAL  
OCCUPATIONS; HEALTH OCCUPATIONS;  
SALES OCCUPATIONS; OFFICE  
OCCUPATIONS  
IDENTIFIERS - SOCIAL SKILLS  
INVENTORY SCALE; MISSISSIPPI

ABSTRACT - THE PRIMARY PURPOSE OF  
THIS STUDY WAS AN INITIAL ATTEMPT  
TO IDENTIFY THE BASIC SOCIAL SKILLS  
WHICH ARE PERTINENT TO THE GENERAL  
OCCUPATIONAL CATEGORIES OF (1)  
TRADE AND INDUSTRIAL, (2) TECHNICAL  
OCCUPATIONS, (3) HEALTH  
OCCUPATIONS, (4) MARKETING AND  
DISTRIBUTION, AND (5) BUSINESS AND  
OFFICE. A SECONDARY PURPOSE WAS TO  
COMPARE THE IDENTIFICATION OF  
SOCIAL SKILLS AND THE RANKING OF  
THE IMPORTANCE OF THESE SOCIAL  
SKILLS AS RELATED TO JOB  
PERFORMANCE. DATA WERE GATHERED  
FROM POSTSECONDARY INSTRUCTORS AND  
INDUSTRIAL PERSONNEL WITHIN  
SELECTED INDUSTRIAL SETTINGS  
UTILIZING A SOCIAL SKILLS INVENTORY  
SCALE AND INTERVIEW TECHNIQUES.  
SEVEN POSTSECONDARY COMPLEXES WERE  
SELECTED TO PRESENT THE  
INSTITUTIONAL INPUT. IN ADDITION,  
INDUSTRIAL PERSONNEL REPRESENTING  
THE FIVE BASIC OCCUPATIONAL  
CATEGORIES WERE SELECTED FOR  
PARTICIPATION IN THE STUDY. A MAJOR  
FINDING WAS THAT VARIOUS DEGREES OF

SOCIAL SKILL COMPETENCE ARE OF  
VITAL IMPORTANCE TO THE LEVELS OF  
PERFORMANCE WITHIN ALL BASIC  
OCCUPATIONAL CATEGORIES.  
(AUTHOR/VA)

VT 102 154  
CAREER EDUCATION. FINAL REPORT OF  
THE K-14 PROJECT IN CAREER  
EDUCATION.

BRIDGEPORT BOARD OF EDUCATION,  
CONN.

BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),

WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-71-0679(361)

PUB DATE - SEP74 27P.; SEE  
RELATED DOCUMENTS VT 102 010, VT  
102 011, VT 102 155 AND VT 102 012  
IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION;  
\*DEVELOPMENTAL PROGRAMS;  
\*CURRICULUM ENRICHMENT; \*ELEMENTARY  
SECONDARY EDUCATION; CAREER  
AWARENESS; OCCUPATIONAL GUIDANCE;  
INSTRUCTIONAL MATERIALS CENTERS;  
INSERVICE TEACHER EDUCATION  
IDENTIFIERS - CAREER EXPLORATION;  
BRIDGEPORT; CONNECTICUT

ABSTRACT - THE FINAL REPORT OF THE  
BRIDGEPORT CAREER EDUCATION PROJECT  
COVERS THE PERIOD FROM AUGUST 1,  
1971 TO AUGUST 31, 1974. THE  
PROJECT HAD AS ITS MAJOR GOAL THE  
DEVELOPMENT OF A COMPREHENSIVE  
CAREER EDUCATION AND DEVELOPMENT  
PROGRAM BEGINNING AT THE ELEMENTARY  
LEVEL AND CONTINUING THROUGH HIGH  
SCHOOL. THE INITIAL PHASE OF THE  
PROJECT CENTERED ON INFORMING  
PRINCIPALS, COUNSELORS AND TEACHERS  
OF PARTICIPATING SCHOOLS ABOUT THE  
OVERALL PROJECT OBJECTIVES. THIS  
EFFORT WAS ACCOMPLISHED BY A  
WORKSHOP DESIGNED FOR THIS PURPOSE.  
ANOTHER WORKSHOP WAS CONDUCTED FOR  
DEVELOPING CURRICULUM GUIDELINES  
AND PRESENTING INFORMATION RELATED  
TO SOURCES OF OCCUPATIONAL  
INFORMATION FOR TEACHER USE. THE  
DEVELOPMENT AND IMPLEMENTATION OF A  
CAREER EDUCATION MATERIALS CENTER  
FOLLOWED. INSERVICE TRAINING

SESSIONS WERE CONDUCTED ON THE EFFECTIVE USE OF THE OCCUPATIONAL MATERIALS. EFFORTS TO INVOLVE THE COMMUNITY AS A WHOLE IN THE CAREER EDUCATION PROGRAM WERE ALSO UNDERTAKEN. THE MAJOR CONCLUSION OF THE REPORT IS THAT THE SUPPORT FOR CAREER EDUCATION CONCEPTS IN BRIDGEPORT HAS BEEN VERY FAVORABLE. (VA)

#### VT 102 155

THIRD YEAR ASSESSMENT OF CAREER EDUCATION PROJECT, BRIDGEPORT CITY SCHOOLS BRIDGEPORT, CONN. APRIL 29, 30, MAY 1, 1974.

NERDEN (JOSEPH T.) AND ASSOCIATES. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-71-0679(361)

PUB DATE - 74 139P.; SEE RELATED DOCUMENTS VT 102 010, VT 102 011, VT 102 154 AND VT 102 012 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*OCCUPATIONAL GUIDANCE; \*PROGRAM EVALUATION; \*SUMMATIVE EVALUATION; \*ELEMENTARY SECONDARY EDUCATION; EVALUATION METHODS; FIELD INTERVIEWS  
IDENTIFIERS - BRIDGEPORT; CONNECTICUT

ABSTRACT - THE THIRD YEAR ACTIVITIES OF THE BRIDGEPORT, CONNECTICUT, CAREER EDUCATION PROJECT ARE ASSESSED IN THIS EVALUATION REPORT. DATA AND INFORMATION CONCERNING ALL ASPECTS OF THE CAREER EDUCATION PROJECT WERE OBTAINED BY THE TEAM OF EVALUATORS DURING A THREE DAY ON-SITE VISIT. ADDITIONAL DATA EXAMINED BY THE STUDY TEAM WERE OBTAINED FROM PROJECT REPORTS AND QUESTIONNAIRE-RECORDED ATTITUDES OF INDIVIDUALS. INTERVIEWS WERE CONDUCTED WITH PRIVATE AND PUBLIC AGENCIES, ADMINISTRATORS, FACULTY, EMPLOYERS, STUDENTS, AND PARENTS. THE RESULTS OF THE EVALUATION ARE PRESENTED TO ENHANCE THE USABILITY OF THE REPORT FOR ALL INTERESTED

PERSONS. THE STUDY TEAM CONCLUDED THAT THE BROAD STATEMENTS OF PHILOSOPHY AND THE SPECIFIC OBJECTIVES OF THE BRIDGEPORT PROJECT WERE MET AND IN MANY INSTANCES EXCEEDED. RECOMMENDATIONS FOR THE CONTINUED EXPANSION OF THE CAREER EDUCATION PROGRAM ARE PRESENTED. (VA)

#### VT 102 156

CAREER EDUCATION PERSONNEL MODEL. FINAL REPORT.

MICHIGAN UNIV., ANN ARBOR. SCHOOL OF EDUCATION.

MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-72-0749

PUB DATE - FEB74 186P.; SEE RELATED DOCUMENT VT 102 159 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*TEACHER EDUCATION; \*ADMINISTRATOR EDUCATION; \*COUNSELOR TRAINING; \*PERFORMANCE CRITERIA; PRESERVICE EDUCATION; INSERVICE EDUCATION; MODELS

IDENTIFIERS - MICHIGAN

ABSTRACT - THE PURPOSE OF THE CAREER EDUCATION PERSONNEL MODEL PROJECT WAS TO DEVELOP COMPETENCY-BASED MODELS FOR THE PREPARATION AND TRAINING OF EDUCATION PERSONNEL (K-12) WHO WILL PLAN AND IMPLEMENT CAREER EDUCATION PROGRAMS AT THE LOCAL LEVEL. THE MODELS WERE DEVELOPED BY IDENTIFICATION AND VALIDATION OF KNOWLEDGE AND SKILLS (COMPETENCIES). THESE COMPETENCIES WERE ORGANIZED TO SERVE AS GUIDELINES FOR PRESERVICE AND INSERVICE EDUCATION PROGRAMS FOR TEACHERS, COUNSELORS, AND ADMINISTRATORS. THE CURRENT LITERATURE WAS REVIEWED TO IDENTIFY THE REQUIRED COMPETENCIES, AND MORE THAN 100 EDUCATIONAL PRACTITIONERS IN THE 18 SELECTED LOCAL CAREER EDUCATION PROGRAMS WERE INTERVIEWED IN ORDER TO PREPARE THE RATING



FORMS WHICH WERE COMPLETED BY 436 PERSONNEL FOR THE FINAL VALIDATION PROCEDURE. THE VALIDATED COMPETENCIES AND RELATED PERFORMANCE CRITERIA ARE PRESENTED IN 10 INDIVIDUAL EDUCATION PERSONNEL MODELS FOR ELEMENTARY, MIDDLE OR JUNIOR HIGH, AND SECONDARY TEACHERS, COUNSELORS, AND ADMINISTRATORS. APPENDED ARE LISTS OF THE SCHOOLS AND PERSONNEL INVOLVED IN THE PROJECT, THE VALIDATED COMPETENCIES, FINAL VALIDATION INSTRUMENTS, AND SUGGESTED GUIDELINES FOR IMPLEMENTATION OF THE MODELS. (MF)

VT 102 157

VOCATIONALLY COORDINATED CURRICULUM FOR GENERAL EDUCATION. PROGRESS REPORT.

MORaine PARK TECHNICAL INST., FOND DU LAC, WIS.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN75 85P.

DESCRIPTORS - \*COURSE OBJECTIVES; GENERAL EDUCATION; \*COMMUNICATION SKILLS; \*HUMAN RELATIONS; INTEGRATED CURRICULUM; \*TECHNICAL INSTITUTES; INTERVIEWS; SURVEYS IDENTIFIERS - MORaine PARK DISTRICT; WISCONSIN

ABSTRACT - A SIX-WEEK STUDY WAS CONDUCTED DURING MAY AND JUNE, 1974, BY THE MORaine PARK TECHNICAL INSTITUTE TO OBTAIN INFORMATION FROM EMPLOYERS AND EMPLOYEES ABOUT COURSE OBJECTIVES FOR COMMUNICATIONS, HUMAN RELATIONS, AND MATHEMATICS/SCIENCE SKILLS FOR RESTRUCTURING GENERAL EDUCATION COURSES TO BECOME MORE APPLICABLE TO VARIOUS OCCUPATIONS. MORE THAN 200 EMPLOYERS AND EMPLOYEES IN THE MORaine PARK DISTRICT, INCLUDING INSTITUTE GRADUATES, WERE SURVEYED. INTERVIEWEES WERE SELECTED TO CORRESPOND TO OCCUPATIONS IN THE VOCATIONAL-DIPLOMA PROGRAMS. THE STUDY PROVIDED DATA FOR DEVELOPING COURSE OBJECTIVES AND FOR IDENTIFYING UNITS OF STUDY SUPPORTIVE TO THE VARIOUS SKILL AREAS. THE SURVEY INSTRUMENT LISTED

VOCATIONAL PROGRAMS AND CALLED FOR RATING THE DEGREE OF KNOWLEDGE NECESSARY IN EACH OF 18 AREAS OF COMMUNICATIONS, EIGHT AREAS OF HUMAN RELATIONS AND ECONOMICS, AND 10 AREAS OF MATHEMATICS AND APPLIED SCIENCE. THE COLLECTED DATA WERE TABULATED AS BEING ESSENTIAL TO COURSE CONTENT, ADVISABLE, OR A POSSIBLE ELECTIVE. CONTINUATION OF THE PROJECT WILL PROVIDE FOR WRITING BEHAVIORAL OBJECTIVES FOR THE COURSES STUDIED, DEVELOPING INSTRUCTIONAL MATERIALS, AND DESIGNING A PILOT PROJECT TO IMPLEMENT THE NEW CURRICULUM. (MF)

VT 102 158

ANDREW, DEAN C.; ROBERTS, LAWRENCE H.

A COMPARATIVE STUDY OF THE OCCUPATIONAL ACHIEVEMENT OF VOCATIONAL AND NON-VOCATIONAL HIGH SCHOOL GRADUATES IN THE STATE OF ARKANSAS.

EDUCATIONAL PLANNING AND EVALUATION SERVICES, MAGNOLIA, ARK.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 20DEC74 132P.

DESCRIPTORS - \*GRADUATE SURVEYS; ACHIEVEMENT; \*VOCATIONAL FOLLOWUP; VOCATIONAL EDUCATION; \*HIGH SCHOOL GRADUATES; EMPLOYMENT PATTERNS; JOB SATISFACTION; RELEVANCE (EDUCATION); COMPARATIVE ANALYSIS IDENTIFIERS - ARKANSAS

ABSTRACT - THE PURPOSES OF THIS STUDY WERE: (1) TO COMPARE THE OCCUPATIONAL ACHIEVEMENT OF VOCATIONAL EDUCATION GRADUATES WITH THAT OF NON-VOCATIONAL GRADUATES, (2) TO DETERMINE THE NUMBER OF GRADUATES TRAINED IN THE VARIOUS VOCATIONAL AREAS, AND (3) TO DESCRIBE THE GROUP OF STUDENTS ENROLLED IN VOCATIONAL EDUCATION COURSES. THE STUDY WAS LIMITED TO 1970 GRADUATES OF EIGHT HIGH SCHOOLS IN ARKANSAS. THE DATA WERE COLLECTED BY USE OF A MAIL-OUT QUESTIONNAIRE. THIRTY-SIX PERCENT OF THE SAMPLE OF 1,749 RETURNED COMPLETED QUESTIONNAIRES. DESCRIPTIVE STATISTICS WERE USED TO

PRESENT CHARACTERISTICS OF ONE-YEAR AND TWO-YEAR VOCATIONAL EDUCATION GRADUATES. CHI SQUARE ANALYSES WERE MADE COMPARING DATA AND RESPONSES OF THE TWO-YEAR GRADUATES AND A CONTROL GROUP OF NON-VOCATIONAL GRADUATES. THE FOLLOWING ARE SOME OF THE IMPORTANT FINDINGS. MORE TWO-YEAR GRADUATES THAN ONE-YEAR GRADUATES WERE EMPLOYED FULL-TIME AND IN JOBS IN THE SAME AREA AS THEIR TRAINING. MORE OF THE ONE-YEAR GRADUATES WERE UNEMPLOYED. MORE ONE-YEAR THAN TWO-YEAR GRADUATES WERE ATTENDING COLLEGE. ALSO, THE VOCATIONAL EDUCATION GRADUATES HAD SIGNIFICANTLY HIGHER ACHIEVEMENT RECORDS IN HIGH SCHOOL THAN THE NON-VOCATIONAL GRADUATES. (AUTHOR/NJ)

VT 102 159

WENTLING, TIM L.

THIRD PARTY EVALUATION REPORT OF THE CAREER EDUCATION PERSONNEL MODEL PROJECT.

MICHIGAN UNIV., ANN ARBOR. SCHOOL OF EDUCATION.

MICHIGAN STATE DEPT. OF EDUCATION, LANSING. VOCATIONAL EDUCATION AND CAREER DEVELOPMENT SERVICE.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEG-0-72-0749

PUB DATE - ND 13P.; SEE RELATED DOCUMENT VT 102 156 IN THIS ISSUE.

DESCRIPTORS - \*CAREER EDUCATION; \*PROGRAM EVALUATION; INSERVICE EDUCATION; PRESERVICE EDUCATION; \*PERFORMANCE CRITERIA; MODELS; COUNSELOR TRAINING; ADMINISTRATOR EDUCATION; TEACHER EDUCATION IDENTIFIERS - MICHIGAN

ABSTRACT - THIS REPORT IS AN EVALUATION OF THE CAREER EDUCATION PERSONNEL MODEL PROJECT (CEPM), WHICH WAS INITIATED FOR THE MICHIGAN DEPARTMENT OF EDUCATION IN THE SPRING OF 1972. THE PURPOSE OF CEPM PROJECT WAS TO DEVELOP COMPETENCY-BASED INSTRUCTIONAL MODELS FOR THE PREPARATION AND

TRAINING OF PERSONNEL WHO PLAN AND IMPLEMENT CAREER EDUCATION PROGRAMS. THE PROCEDURES OF THE PROJECT INVOLVED A REVIEW OF THE LITERATURE TO IDENTIFY SIMILAR STUDIES, AND THE IDENTIFICATION AND VALIDATION OF COMPETENCIES AND PERFORMANCE CRITERIA THROUGH CONSULTING WITH PRACTICING CAREER EDUCATORS. THE MAJOR GOAL OF THE THIRD PARTY EVALUATION WAS TO PROVIDE FEEDBACK CONCERNING THE DEVELOPMENTS AND OUTCOMES OF THE PROJECT TO ITS STAFF AND FUNDING AGENCIES. IN THIS REPORT THE PROJECT RECEIVES AN OVERALL POSITIVE EVALUATION. IN A SPOT-CHECK FOR COMPREHENSIVENESS, IT WAS FOUND THAT APPROPRIATE SOURCES WERE REVIEWED IN THE LITERATURE SEARCH. OTHER ASSESSMENT TECHNIQUES INVOLVED INTERVIEWS WITH PROJECT STAFF MEMBERS AND THIRD PARTY RATINGS OF THE COMPETENCY LISTS DEVELOPED IN THE COURSE OF THE PROJECT. THE OVERALL CONCLUSION WAS THAT THE PROCEDURES FOLLOWED WERE ADEQUATE TO THE TASK. (NJ)

VT 102 160

FORD, WYNNIE

INTENSIVE OFFICE LABORATORY FOLLOW-UP AND EVALUATION. PARTS I AND II.

INDIANA STATE UNIV., TERRE HAUTE. BUREAU OF BUSINESS RESEARCH.; INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. DIV. OF VOCATIONAL EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 75 14P.

DESCRIPTORS - \*PROGRAM EVALUATION; \*OFFICE OCCUPATIONS EDUCATION; \*VOCATIONAL FOLLOWUP; \*LEARNING LABORATORIES; COORDINATORS; GRADUATE SURVEYS IDENTIFIERS - \*OFFICE LABORATORY PROGRAMS; INDIANA

ABSTRACT - A STATE-WIDE ASSESSMENT OF THE INTENSIVE OFFICE LABORATORY (IOL) PROGRAMS IN INDIANA IS REPORTED. THE IOL PROGRAMS WERE ESTABLISHED TO BETTER PREPARE STUDENTS FOR INITIAL ENTRY INTO OFFICE OCCUPATIONS UPON GRADUATION

AND FOR ADVANCEMENT ON THE JOB AFTER EMPLOYMENT. THE FIVE-YEAR PERIOD FROM 1966 THROUGH 1971 WAS SELECTED FOR ANALYSIS. THE EVALUATION STUDY IS DIVIDED INTO TWO PARTS. PART I INVOLVES A STUDY OF THE BACKGROUND AND MAKE-UP OF THE IOL PROGRAMS AND THE IOL COORDINATORS. PART II INVOLVES A FOLLOW-UP STUDY OF THE GRADUATES OF IOL PROGRAMS. (AUTHOR/VA)

VT 102 161  
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JULY 1, 1972 - DECEMBER 31, 1972.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN73 80P.

DESCRIPTORS - \*ANNUAL REPORTS; \*VOCATIONAL EDUCATION; \*RESEARCH COORDINATING UNITS; \*EDUCATIONAL RESEARCH; \*RESEARCH PROJECTS IDENTIFIERS - VOCATIONAL EDUCATION AMENDMENTS OF 1968.

ABSTRACT - THIS SIXTH IN A SERIES OF REPORTS SUMMARIZES INFORMATION RECEIVED FROM STATE RESEARCH COORDINATING UNITS (RCU'S) REGARDING RESEARCH ACTIVITIES CONDUCTED UNDER SECTION 131 (B) OF PART C OF THE VOCATIONAL EDUCATION AMENDMENTS OF 1968 DURING THE PERIOD OF JULY 1 THROUGH DECEMBER 31, 1972. THE PURPOSE OF THIS REPORT IS TO PROVIDE INFORMATION THAT WILL ASSIST THE STATES TO BE AWARE OF RESEARCH AND DEVELOPMENT CONDUCTED BY OTHER STATES, THUS FACILITATING EXCHANGE OF INFORMATION AND REDUCING DUPLICATION OF EFFORT. THE INDIVIDUAL STATE REPORTS INCLUDE THE PROJECTS COMPLETED, NEW PROJECTS FUNDED, RESEARCH RELATED ACTIVITIES, AND PROJECTS AND ACTIVITIES PLANNED. NAMES OF THE STATE DIRECTOR FOR VOCATIONAL EDUCATION AND THE RCU DIRECTOR ARE INCLUDED IN EACH STATE REPORT. (AUTHOR/NJ)

VT 102 162  
CRAIG, DAVID G.  
SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1974.

TENNESSEE UNIV., KNOXVILLE, COLL. OF EDUCATION.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - FEB75 30P.

DESCRIPTORS - \*VOCATIONAL AGRICULTURE TEACHERS; \*TEACHER SUPPLY AND DEMAND; TEACHER RECRUITMENT; ANNUAL REPORTS; PROGRAM PLANNING; \*LONGITUDINAL STUDIES

ABSTRACT - THIS TENTH ANNUAL SURVEY OF THE SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE DESCRIBES THE NATURE AND DEGREE OF THE SHORTAGE OF TEACHERS IN THE FIELD IN 1974. IT ALSO IDENTIFIES CHANGES AND TRENDS SINCE 1965. THE DATA WERE SECURED FROM ALL INSTITUTIONS PREPARING VOCATIONAL AGRICULTURE TEACHERS AS WELL AS STATE SUPERVISORS IN AGRICULTURE. DISPLAYED IN TABLES, THE DATA PROVIDE INFORMATION ABOUT THE NUMBER AND PLACEMENT OF VOCATIONAL AGRICULTURE TEACHERS IN 1974 IN ADDITION TO INFORMATION AND SPECIFIC RECOMMENDATIONS USEFUL IN TEACHER RECRUITMENT, AGRICULTURE EDUCATION PROGRAM PLANNING, AND CERTIFICATION STANDARD MODIFICATION. THE SURVEY INSTRUMENTS USED TO OBTAIN THE DATA ARE APPENDED. (NJ)

VT 102 163  
BRAATEN, LARRY; MILLER, ANNETTE  
SEMIANNUAL REPORT ON STATE RESEARCH COORDINATING UNIT ACTIVITIES FOR THE PERIOD JANUARY 1, 1974 - JUNE 30, 1974.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - NOV74 150P.

DESCRIPTORS - \*ANNUAL REPORTS;

\*VOCATIONAL EDUCATION; \*RESEARCH COORDINATING UNITS; \*EDUCATIONAL RESEARCH; \*RESEARCH PROJECTS IDENTIFIERS - VOCATIONAL EDUCATION AMENDMENTS OF 1968

ABSTRACT - THIS NINTH IN A SERIES OF REPORTS SUMMARIZES INFORMATION RECEIVED FROM STATE RESEARCH COORDINATING UNITS (RCU'S) REGARDING RESEARCH ACTIVITIES CONDUCTED UNDER SECTION 131(B) OF PART C OF THE VOCATIONAL EDUCATION AMENDMENTS OF 1968 DURING THE PERIOD OF JANUARY 1 THROUGH JUNE 30, 1974. THE PURPOSE OF THIS REPORT IS TO PROVIDE INFORMATION THAT WILL ASSIST THE STATES TO BE AWARE OF RESEARCH AND DEVELOPMENT CONDUCTED BY OTHER STATES, THUS FACILITATING EXCHANGE OF INFORMATION AND REDUCING DUPLICATION OF EFFORT. THE INDIVIDUAL STATE REPORTS INCLUDE THE PROJECTS COMPLETED, NEW PROJECTS FUNDED, RESEARCH RELATED ACTIVITIES, AND PROJECTS AND ACTIVITIES PLANNED. NAMES OF EACH RCU AND STATE VOCATIONAL EDUCATION DIRECTOR ARE INCLUDED. (AUTHOR/NJ)

VT 102 164

LAREAU, EDWARD H.  
LANGUAGE EXPERIENCE BASED AWARENESS AND HANDS ON EXPLORATION AND COMPETENCY BASED PREPARATION - A SCHOOL BASED TOTAL CAREER EDUCATION MODEL. VOLUME I. INTERIM REPORT.

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL, EBENBURG, PA.  
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
OEG-0-73-5272  
PUB DATE - APR 75 136P.

DESCRIPTORS - \*CAREER EDUCATION; \*CAREER AWARENESS; \*DEVELOPMENTAL PROGRAMS; ELEMENTARY SCHOOLS; \*CURRICULUM DEVELOPMENT; INTEGRATED CURRICULUM; INSERVICE TEACHER EDUCATION; MIDDLE SCHOOLS; HIGH SCHOOLS  
IDENTIFIERS - \*CAREER EXPLORATION; PENNSYLVANIA

ABSTRACT - THIS INTERIM REPORT DESCRIBES THE PROGRESS OF THE FIRST YEAR OF A THREE-YEAR EXEMPLARY PROJECT IN CAREER EDUCATION BEGINNING IN 1973 AND CONDUCTED BY THE ADMIRAL PEARY AREA VOCATIONAL TECHNICAL SCHOOL IN EBENBURG, PENNSYLVANIA. THE PURPOSE OF THE PROJECT WAS TO DEVELOP A "REALITY BOUND" TOTAL K-14 EDUCATIONAL CONTINUUM. THE MODEL CONSISTS OF AN ELEMENTARY COMPONENT, A MIDDLE SCHOOL COMPONENT AND A SECONDARY SCHOOL COMPONENT. OTHER SUPPORT ACTIVITIES ARE CAREER GUIDANCE, POSTSECONDARY CAREER EDUCATION, COMMUNITY INVOLVEMENT AND TEST INSTRUMENT DEVELOPMENT. THIS REPORT PRESENTS THE OBJECTIVES AND ACCOMPLISHMENTS OF THE PROGRAM, A DESCRIPTION OF THE PROJECT DESIGN, AND A THIRD PARTY EVALUATION REPORT, ALONG WITH RECOMMENDATIONS AND CONCLUSIONS. (NJ)

VT 102 165

ASSESSMENT AND DETERMINATION OF BASIC COMPETENCIES NECESSARY FOR UTILITY OPERATORS UTILIZING GROUND WATER SUPPLIES. PART I. FINAL REPORT.

SOUTHWEST WISCONSIN VOCATIONAL-TECHNICAL INST., FENNIMORE.  
WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - MAR 75 57P.

DESCRIPTORS - UTILITIES; \*WATER RESOURCES; \*CURRICULUM RESEARCH; MUNICIPALITIES; \*TECHNICAL EDUCATION  
IDENTIFIERS - WISCONSIN

ABSTRACT - THIS IS A FINAL REPORT OF A STUDY OF THE BASIC COMPETENCIES REQUIRED BY WATER UTILITY OPERATORS USING A GROUND WATER SOURCE, CONDUCTED AT SOUTHWEST WISCONSIN VOCATIONAL-TECHNICAL INSTITUTE FROM JULY TO AUGUST, 1974. THE OVERALL PURPOSE OF THE PROJECT IS TO DEVELOP A COMPETENCY-BASED CURRICULUM MODEL



FOR STATEWIDE USE IN MUNICIPAL ENGINEERING TECHNICIAN PROGRAMS. THE RESEARCH WAS CARRIED OUT IN THE FORM OF A COMPETENCY SURVEY MAILED TO WATER TREATMENT PLANT OPERATORS. THE SURVEY REVEALED CHARACTERISTICS OF THE UTILITIES AND THE OPERATORS, THE OPERATORS' COMPETENCIES AND TRAINING DESIRES. THE RESULTANT DATA ARE DISPLAYED IN TABLES AND THE SURVEY INSTRUMENT IS APPENDED. (AUTHOR/NJ)

#### VT 102 166

GOSCHEN, TODD; WARCUP, DENNIS  
MODEL STORE CURRICULUM. A  
DEVELOPMENTAL MODEL FOR NORTH  
DAKOTA SCHOOLS. FINAL REPORT.

FARGO PUBLIC SCHOOLS, N. DAK.  
NORTH DAKOTA STATE BOARD FOR  
VOCATIONAL EDUCATION, BISMARCK.  
RESEARCH COORDINATING UNIT.; OFFICE  
OF EDUCATION (DHEW), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - DEC.74 25P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*RETAILING; CURRICULUM  
DEVELOPMENT; SUMMATIVE EVALUATION;  
MERCHANDISING; MANAGEMENT  
EDUCATION; \*SIMULATION  
IDENTIFIERS - \*SCHOOL STORES;  
FARGO; NORTH DAKOTA

ABSTRACT - THIS FINAL REPORT  
EVALUATES THE ACTIVITIES OF THE  
FIRST NINE WEEKS OF A PROJECT  
DESIGNED TO DEVELOP A CURRICULUM  
GUIDE FOR A SCHOOL-MODEL STORE AT A  
NORTH DAKOTA HIGH SCHOOL. THE  
PROGRAM COMBINES THE FAVORABLE  
ASPECTS OF BOTH THE SCHOOL STORE  
AND THE MODEL STORE, PROVIDING  
"LIVE" EXPERIENCES AS WELL AS  
SIMULATED ONES. THE DISTRIBUTIVE  
EDUCATION & CURRICULUM IS BUILT  
INTO THE STORE. THE MAJOR RETAILING  
FUNCTIONS -- MERCHANDISING,  
MANAGEMENT, SALES PROMOTION AND  
FINANCE ARE THE FOUNDATIONS UPON  
WHICH THE STORE AND THE PROJECT ARE  
DEVELOPED. STUDENTS ARE GROUPED  
INTO ONE OF THE RETAILING FUNCTIONS  
FOR NINE WEEKS, ROTATING AT THE END  
OF THE PERIOD. THIS REPORT PRESENTS

THE RATIONALE FOR THE PROGRAM, A  
GENERAL DESCRIPTION OF ITS DESIGN,  
AND SUGGESTED IMPLICATIONS OF THE  
SCHOOL STORE. (NJ)

#### VT 102 167

MORTON, J.B., AND OTHERS  
A HISTORICAL AND CURRENT FOLLOW-UP  
STUDY OF OKLAHOMA VOCATIONAL-  
TECHNICAL GRADUATES.

OKLAHOMA STATE DEPT. OF VOCATIONAL  
AND TECHNICAL EDUCATION,  
STILLWATER. DIV. OF RESEARCH,  
PLANNING, AND EVALUATION.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 103P.

DESCRIPTORS - \*FOLLOWUP STUDIES;  
GRADUATE SURVEYS; \*EMPLOYMENT  
EXPERIENCE; \*VOCATIONAL FOLLOWUP;  
VOCATIONAL EDUCATION  
IDENTIFIERS - OKLAHOMA;  
OCCUPATIONAL TRAINING INFORMATION  
SYSTEMS; OTIS; \*LABOR FORCE  
PARTICIPATION

ABSTRACT - THIS REPORT PRESENTS THE  
FINDINGS OF FOLLOW-UP SURVEYS OF  
SECONDARY AND POSTSECONDARY  
GRADUATES OF VOCATIONAL-TECHNICAL  
PROGRAMS IN OKLAHOMA FROM 1970 TO  
1974. THE PURPOSE OF THIS STUDY WAS  
TO EXAMINE THE POST-TRAINING  
EXPERIENCES OF VOCATIONAL-TECHNICAL  
GRADUATES THE FIRST, THIRD, AND  
FIFTH YEAR AFTER COMPLETING THE  
TRAINING PROGRAM. THE INFORMATION  
OBTAINED IS OF USE IN PROGRAM  
EVALUATION, FEDERAL REPORTS, AND  
MANPOWER SUPPORT DATA FOR THE  
OCCUPATIONAL TRAINING INFORMATION  
SYSTEMS (OTIS). THE RESULTS OF THE  
SURVEY APPEAR IN THREE TABLES AND  
PROVIDE INFORMATION ABOUT THE  
NUMBER OF EMPLOYED GRADUATES AND  
THE RELATIONSHIP OF EMPLOYMENT TO  
TRAINING. (NJ)

#### VT 102 168

BRAATEN, LARRY; MILLER, ANNETTE  
STATE-ADMINISTERED EXEMPLARY  
PROJECTS IN VOCATIONAL EDUCATION.  
FISCAL YEAR 1974.

BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,

D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - MAY75 70P.

DESCRIPTORS - \*DEVELOPMENTAL  
PROGRAMS; \*VOCATIONAL EDUCATION;  
\*STATE PROGRAMS; \*FEDERAL AID;  
\*RESOURCE ALLOCATIONS; CONTRACTS;  
GRANTS

ABSTRACT - THIS PUBLICATION  
PROVIDES A LISTING OF THE PROJECTS  
SUPPORTED IN EACH STATE THROUGH  
GRANTS AND CONTRACTS FUNDED BY THE  
STATES UNDER SECTION 142(D) OF PART  
D OF THE VOCATIONAL EDUCATION  
AMENDMENTS OF 1968. THE LISTING,  
WHICH IS ARRANGED ALPHABETICALLY BY  
STATES, SHOWS THE TITLE OF EACH  
PROJECT, THE NAME OF THE GRANTEE OR  
CONTRACTOR CONDUCTING THE PROJECT,  
AND THE AMOUNT OF SECTION 142(D)  
FUNDING OBLIGATED FOR THE PROJECT.  
THE LIST WAS COMPILED ON THE BASIS  
OF INFORMATION SUPPLIED TO THE  
OFFICE OF EDUCATION BY EACH STATE.  
(AUTHOR/NJ)

VT 102 169

BRAATEN, LARRY; MILLER, ANNETTE.  
STATE-ADMINISTERED RESEARCH AND  
DEVELOPMENT PROJECTS IN VOCATIONAL  
EDUCATION. FISCAL YEAR 1974.

BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - MAY75 95P.

DESCRIPTORS - \*STATE PROGRAMS;  
\*RESEARCH PROJECTS; \*VOCATIONAL  
EDUCATION; FEDERAL AID; \*RESOURCE  
ALLOCATIONS; CONTRACTS; GRANTS

ABSTRACT - THIS PUBLICATION  
PROVIDES A LISTING OF THE PROJECTS  
SUPPORTED IN EACH STATE THROUGH  
GRANTS AND CONTRACTS FUNDED BY THE  
STATES UNDER SECTION 131(B) OF PART  
C OF THE VOCATIONAL EDUCATION  
AMENDMENTS OF 1968. THE LISTING,  
WHICH IS ARRANGED ALPHABETICALLY BY  
STATES, SHOWS THE TITLE OF EACH  
PROJECT, THE NAME OF THE GRANTEE OR  
CONTRACTOR CONDUCTING THE PROJECT,

AND THE AMOUNT OF SECTION 131(B)  
FUNDING OBLIGATED FOR THE PROJECT.  
THE LIST WAS COMPILED ON THE BASIS  
OF INFORMATION SUPPLIED TO THE  
OFFICE OF EDUCATION BY EACH STATE.  
(AUTHOR/NJ)

VT 102 170

BRAATEN, LARRY; MILLER, ANNETTE  
SEMI-ANNUAL REPORT ON STATE  
RESEARCH COORDINATING UNIT  
ACTIVITIES FOR THE PERIOD JULY 1,  
1974 - DECEMBER 31, 1974.

BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - MAY74 132P.

DESCRIPTORS - \*ANNUAL REPORTS;  
\*VOCATIONAL EDUCATION; \*RESEARCH  
COORDINATING UNITS; \*EDUCATIONAL  
RESEARCH; \*RESEARCH PROJECTS  
IDENTIFIERS - VOCATIONAL EDUCATION  
AMENDMENTS OF 1968

ABSTRACT - THIS TENTH IN A SERIES  
OF REPORTS SUMMARIZES INFORMATION  
RECEIVED FROM STATE RESEARCH  
COORDINATING UNITS (RCU'S)  
REGARDING RESEARCH ACTIVITIES  
CONDUCTED UNDER SECTION 131(B) OF  
PART C OF THE VOCATIONAL EDUCATION  
AMENDMENTS OF 1968 FOR THE PERIOD  
JULY 1 THROUGH DECEMBER 31, 1974.  
THE PURPOSE OF THIS REPORT IS TO  
PROVIDE INFORMATION THAT WILL  
ASSIST THE STATES TO BE AWARE OF  
RESEARCH AND DEVELOPMENT CONDUCTED  
BY OTHER STATES, THUS FACILITATING  
EXCHANGE OF INFORMATION AND  
REDUCING DUPLICATION OF EFFORT. THE  
INDIVIDUAL STATE REPORTS INCLUDE  
THE PROJECTS COMPLETED, NEW  
PROJECTS FUNDED, RESEARCH RELATED  
ACTIVITIES, AND PROJECTS AND  
ACTIVITIES PLANNED. NAMES OF EACH  
RCU AND STATE VOCATIONAL EDUCATION  
DIRECTOR ARE INCLUDED. (AUTHOR/NJ)

VT 102 171

DECISION II. FINAL REPORT.

SOUTHWEST WISCONSIN VOCATIONAL-  
TECHNICAL INST., FENNIMORE.  
WISCONSIN STATE BOARD OF

VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - APR75 21P.

DESCRIPTORS - \*OCCUPATIONAL GUIDANCE; \*CAREER PLANNING; \*AGRICULTURAL OCCUPATIONS; \*RURAL YOUTH; DEVELOPMENTAL PROGRAMS; AUDIOVISUAL AIDS  
IDENTIFIERS - WISCONSIN; PROJECT DECISION II

ABSTRACT - PROJECT DECISION II WAS CONCEIVED AND DESIGNED TO ASSIST HIGH SCHOOL STUDENTS MAKE A CAREER DECISION. TO ACCOMPLISH THIS, TECHNIQUES AND MATERIALS FOR USE IN CAREER LIBRARIES THROUGHOUT SOUTHWEST WISCONSIN WERE DEVELOPED. THE MATERIALS DEVELOPED HAD SPECIAL EMPHASIS ON AGRICULTURAL CAREERS FOR RURAL WISCONSIN RESIDENTS. AN AUDIOVISUAL TUTORIAL APPROACH WAS USED IN DEVELOPING THE MATERIALS TO ENABLE THE STUDENTS TO VIEW, LISTEN AND ANALYZE RELEVANT AND IMPORTANT DATA CONCERNING CAREER TRAINING AND OPPORTUNITIES WITHIN THE SOUTHWEST WISCONSIN VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT. AT THE PRESENT TIME OVER 40 HIGH SCHOOL SYSTEMS ARE UTILIZING THE PROJECT MATERIALS ON A DAILY BASIS. (AUTHOR/VA)

VT 102 172

ALLRED, MARCUS D.  
THE DISSEMINATION OF LOCAL-LEVEL, LONG-RANGE PLANNING SYSTEMS TO NORTH CAROLINA TECHNICAL INSTITUTES AND COMMUNITY COLLEGES.

NORTH CAROLINA STATE BOARD OF EDUCATION, RALEIGH. OCCUPATIONAL INFORMATION CENTER.  
NORTH CAROLINA STATE DEPT. OF PUBLIC INSTRUCTION, RALEIGH.  
OCCUPATIONAL RESEARCH UNIT.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - APR75 58P.

DESCRIPTORS - \*TECHNICAL

INSTITUTES; \*COMMUNITY COLLEGES; \*EDUCATIONAL PLANNING; OCCUPATIONAL SURVEYS; \*INFORMATION SYSTEMS; STATEWIDE PLANNING; EDUCATIONAL NEEDS; INFORMATION DISSEMINATION IDENTIFIERS - NORTH CAROLINA

ABSTRACT - DISSEMINATION OF LONG-RANGE, LOCAL-LEVEL PLANNING SYSTEMS TO ALL NORTH CAROLINA TECHNICAL INSTITUTES AND COMMUNITY COLLEGES IS THE SUBJECT OF THIS RESEARCH REPORT. DEVELOPED BY THE OCCUPATIONAL INFORMATION CENTER OF THE NORTH CAROLINA DEPARTMENT OF COMMUNITY COLLEGES FOR USE IN THE COLLECTION AND PROCESSING OF MANPOWER INFORMATION, THE THREE INFORMATION SYSTEMS INCLUDE SURVEYS OF STUDENT CAREER ASPIRATIONS AND BUSINESS AND INDUSTRY NEEDS, AND FOLLOWUP SURVEYS OF STUDENTS WHO HAVE LEFT THE INSTITUTIONS. THIS REPORT PRESENTS THE PROCEDURES INVOLVED IN ASSISTING THE INDIVIDUAL INSTITUTIONS IN THE IMPLEMENTATION AND UTILIZATION OF THE MANPOWER INFORMATION SYSTEM. APPENDED ARE THE SURVEYS DEVELOPED BY THE PROJECT, A FLOW CHART OF PROJECT ACTIVITY, AND A SUGGESTED OUTLINE FORMAT FOR LONG-RANGE PLANNING. (NJ)

VT 102 173

EVALUATION OF THE FARM TRAINING PROGRAM IN WISCONSIN. FINAL REPORT.

FOX VALLEY VOCATIONAL; TECHNICAL AND ADULT EDUCATION DISTRICT, APPLETON, WISC.  
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN75 18P.

DESCRIPTORS - \*PROGRAM EVALUATION; \*ADULT FARMER EDUCATION; FARM VISITS  
IDENTIFIERS - WISCONSIN

ABSTRACT - THIS EVALUATION PROJECT WAS SET UP TO OBTAIN REACTIONS TO THE FARM TRAINING PROGRAM IN WISCONSIN FROM TRAINEES AND INSTRUCTORS. TWO-HUNDRED-AND-FIFTY

FARMERS WERE SELECTED FOR PERSONAL INTERVIEWS ON THEIR RESPECTIVE FARMS. EACH INTERVIEW SESSION LASTED APPROXIMATELY 50 MINUTES. DATA WERE OBTAINED FROM THE INSTRUCTORS BY USE OF SURVEY QUESTIONNAIRES AND FROM OPEN MEETINGS. SOME OF THE MAJOR RECOMMENDATIONS BASED ON THE FINDINGS WERE: (1) MANY ON-THE-FARM JOBS COULD BE TAUGHT TO GROUPS OF THREE TO FIVE FARMERS INSTEAD OF INDIVIDUALLY. (2) THE FARM TRAINING PROGRAM COULD BE EXTENDED BEYOND THE FIVE YEARS BY OFFERING SPECIAL CLASSES IN EACH DISTRICT TAUGHT BY SPECIALISTS. (3) MORE MECHANICS SHOULD BE OFFERED IN THE REGULAR FARM PROGRAM. (4) A CRASH PROGRAM IN EVERY DISTRICT AND AT STATE LEVEL SHOULD BE DEVELOPED TO UPDATE INSTRUCTORS IN THE SKILLS THEY NEED IN ORDER TO HAVE A QUALITY PROGRAM. (VA)

VT 102 174

TRUBY, MAX E.  
LEPERA CAREER ACTIVITY PROGRAM.  
FINAL REPORT.

LEPERA SCHOOL, PARKER, ARIZ.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 11OCT74 35P.

DESCRIPTORS - \*PROGRAM  
EFFECTIVENESS; \*CAREER EDUCATION;  
GRADE 7; GRADE 8; PRETESTING; POST  
TESTING; SELF CONCEPT; \*RURAL  
SCHOOLS; \*RESEARCH PROJECTS  
IDENTIFIERS - \*CAREER EXPLORATION

ABSTRACT - THE PURPOSE OF THIS  
RESEARCH PROJECT WAS TO DETERMINE  
THE EFFECTIVENESS OF A  
COMPREHENSIVE CAREER ORIENTATION  
PROGRAM IN INCREASING AWARENESS OF  
SELF AND OF CAREER OPPORTUNITIES IN  
STUDENTS OF RURAL AREAS. CONDUCTED  
WITH GRADES 7 AND 8 IN LEPERA  
SCHOOL IN PARKER, ARIZONA FROM MAY,  
1973 TO OCTOBER, 1974, THE PROGRAM  
PROVIDED OCCUPATIONAL INFORMATION  
AND CONCRETE EXPERIENCES WHICH WERE  
DESIGNED TO ENHANCE STUDENT SELF-

AWARENESS. CAREER CLASS ACTIVITIES  
WERE UNGRADED AND WERE COORDINATED  
WITH THE REGULAR CLASSROOM  
CURRICULUM. THE SRA CAREER  
AWARENESS SURVEY II WAS GIVEN AS A  
PRETEST AND POST TEST TO SHOW THE  
AMOUNT OF GROWTH OR REGRESSION IN  
CAREER AWARENESS. THE RESULTS  
INDICATED AN INCREASE IN AWARENESS  
OF THE WORLD OF WORK. GREATER, SELF-  
AWARENESS, AS EVIDENCED THROUGH  
TEACHER OBSERVATION, WAS  
DEMONSTRATED BY STUDENTS AT THE  
PROGRAM'S CONCLUSION. THE REPORT  
INCLUDES AN OUTLINE OF THE  
CURRICULUM, THE SURVEY INSTRUMENT,  
AND TABULATED TEST RESULTS. (NJ)

VT 102 175

A MODEL FOR EVALUATION OF THE  
DISTRIBUTIVE EDUCATION PROGRAM IN  
ARIZONA.

ARIZONA STATE UNIV., TEMPE. COLL.  
OF BUSINESS ADMINISTRATION.  
ARIZONA STATE DEPT. OF EDUCATION,  
PHOENIX, DIV. OF VOCATIONAL  
EDUCATION.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - FEB75 157P.

DESCRIPTORS - \*CURRICULUM  
EVALUATION; \*DISTRIBUTIVE  
EDUCATION; SURVEYS; \*MARKETING;  
MANPOWER NEEDS; JOB SATISFACTION;  
SELF CONCEPT; \*CURRICULUM RESEARCH;  
\*OCCUPATIONAL CLUSTERS  
IDENTIFIERS - ARIZONA

ABSTRACT - THE PURPOSE OF THIS  
STUDY WAS TO DEVELOP A MODEL FOR  
EVALUATION OF THE DISTRIBUTIVE  
EDUCATION PROGRAM IN ARIZONA. THE  
PROJECT INVOLVED THE DESIGN OF  
SURVEY INSTRUMENTS, THE COLLECTION  
AND ANALYSIS OF DATA, AND  
RECOMMENDATIONS FOR PROGRAM  
MODIFICATION BASED ON THE FINDINGS.  
SURVEYS WERE MADE OF STUDENTS,  
TEACHER-COORDINATORS, NATIONAL  
LEADERS, AND BUSINESS AND INDUSTRY  
TO DETERMINE IF THE NEEDS OF ALL  
WERE BEING MET BY THE EXISTING  
PROGRAM. AN OCCUPATIONAL ASSESSMENT  
OF THE MARKETING/DISTRIBUTION  
CLUSTER WAS CONDUCTED AND A MODEL  
WAS DEVELOPED FOR OPERATIONALLY



DEFINING CLUSTER PARAMETERS AND FOR IDENTIFYING OCCUPATIONS WHICH FIT WITHIN THOSE PARAMETERS. THE BODY OF THE STUDY INCLUDES THE PROCEDURES, FINDINGS, AND RECOMMENDATIONS FOR THE MAJOR OBJECTIVES OF THE PROJECT. SAMPLE INSTRUMENTS ARE APPENDED. (NJ)

VT 102 176

PRIVATE ECONOMIC BENEFITS VS. PRIVATE ECONOMIC COSTS OF ASSOCIATE DEGREE NURSING STUDENTS. CLASS OF 1971-73, MILWAUKEE AREA TECHNICAL COLLEGE.

MILWAUKEE AREA TECHNICAL COLL., WISC.

WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - ND 32P.

DESCRIPTORS - \*COST EFFECTIVENESS; \*NURSING; ASSOCIATE DEGREES; TECHNICAL INSTITUTES; JOB SATISFACTION; \*STUDENT COSTS; \*EDUCATIONAL BENEFITS; \*GRADUATE SURVEYS

ABSTRACT - THIS STUDY PRESENTS THE RESULTS OF A COST-BENEFIT ANALYSIS, COMPARING THE PRIVATE ECONOMIC BENEFITS WITH THE PRIVATE ECONOMIC COSTS INHERENT IN A TWO-YEAR REGISTERED NURSES PROGRAM. THE BASIC DATA WERE THE RESULT OF A QUESTIONNAIRE ADMINISTERED TO THE CLASS OF 1971-73, THE BUSINESS OFFICE, OFFICE OF STUDENT SERVICES, THE DEAN OF NURSING AND HEALTH OCCUPATIONS, STATE EMPLOYMENT SERVICE, AND PUBLICATIONS FROM THE BUREAU OF LABOR STATISTICS. THE STUDY INVESTIGATES SUCH VARIABLES AS INSTRUCTIONAL COSTS, FOREGONE INCOME, INCOME PRIOR TO ENTRY INTO THE PROGRAM, AND STARTING SALARY UPON GRADUATION. IN ADDITION, STUDENT OPINIONS WERE USED IN THREE BASIC AREAS: FIRST, WHETHER THE BENEFITS EXCEEDED COSTS; SECONDLY, JOB SATISFACTION; AND FINALLY, THEIR EVALUATION OF THEIR TRAINING. TABLES DISPLAY THE DATA WHICH IS

ALSO DISCUSSED IN THE REPORT. (AUTHOR/NJ)

VT 102 177

ANDRISANI, PAUL; KOHEN, ANDREW I. CAREER THRESHOLDS: A LONGITUDINAL STUDY OF THE EDUCATIONAL AND LABOR MARKET EXPERIENCE OF MALE YOUTH. VOLUME FIVE.

OHIO STATE UNIV., COLUMBUS. CENTER FOR HUMAN RESOURCE RESEARCH. MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - APR75 101P.

DESCRIPTORS - \*EMPLOYMENT EXPERIENCE; \*SALARY DIFFERENTIALS; LONGITUDINAL STUDIES; COMPARATIVE ANALYSIS; LABOR UNIONS; \*COLLECTIVE BARGAINING; RACIAL DIFFERENCES; LABOR FORCE; YOUTH EMPLOYMENT; MALES; \*BLUE COLLAR OCCUPATIONS

ABSTRACT - PART OF A LARGER LONGITUDINAL STUDY BEGUN IN 1966 OF THE EDUCATIONAL AND LABOR MARKET EXPERIENCES OF YOUNG MEN, THIS REPORT FOCUSES ON THE IMPACT OF COLLECTIVE BARGAINING ON THE EMPLOYMENT EXPERIENCE OF YOUNG MEN (17 TO 27 YEARS OLD IN 1969) WORKING IN BLUE COLLAR JOBS. UNION-NONUNION DIFFERENTIALS IN LABOR MARKET EXPERIENCE AND IN PERSONAL AND SITUATIONAL CHARACTERISTICS WERE INVESTIGATED USING MULTIVARIATE ANALYSIS. OTHER VARIABLES CONSIDERED WERE RACIAL DIFFERENCES AND THE EFFECTS OF COLLECTIVE BARGAINING ON EARNINGS AND LABOR MARKET EXPERIENCE. FINDINGS INDICATE THAT COLLECTIVE BARGAINING COVERAGE HAS A SUBSTANTIAL NET IMPACT ON THE HOURLY EARNINGS OF BOTH THE WHITE AND BLACK WORKERS STUDIED. FURTHER, AMONG BLACKS THERE IS EVIDENCE THAT THE UNIONIZED EXPERIENCES LESS UNEMPLOYMENT THAN THEIR NONUNIONIZED COUNTERPARTS. APPENDIXES INCLUDE SUPPLEMENTARY TABLES, BIBLIOGRAPHY, GLOSSARY, INTERVIEWING AND ESTIMATING PROCEDURES, AND THE 1970 INTERVIEW SCHEDULE. (NJ)

VT 102 178

DILWORTH, B.P.

JOINT LEADERSHIP TRAINING  
CONFERENCE FOR SELECTED STUDENTS  
AND ADVISORS ALABAMA'S VOCATIONAL  
STUDENT ORGANIZATIONS. FINAL  
REPORT.

ALABAMA STATE DEPT. OF EDUCATION,  
MONTGOMERY. DIV. OF VOCATIONAL  
EDUCATION AND COMMUNITY COLLEGES.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 74 30P.

DESCRIPTORS - \*DEVELOPMENTAL  
PROGRAMS; \*LEADERSHIP TRAINING;  
\*VOCATIONAL EDUCATION; STUDENT  
ORGANIZATIONS; VOCATIONAL  
INTERESTS; CONFERENCES  
IDENTIFIERS - ALABAMA

ABSTRACT - A TWO-DAY LEADERSHIP  
TRAINING CONFERENCE SPONSORED BY  
THE ALABAMA DIVISION OF VOCATIONAL  
EDUCATION AND COMMUNITY COLLEGES  
WAS CONDUCTED FOR SELECTED MEMBERS  
OF ALABAMA'S VOCATIONAL STUDENT  
ORGANIZATIONS. SIX STUDENT  
ORGANIZATIONS WERE REPRESENTED AT  
THE CONFERENCE WITH 120

PARTICIPANTS IN ATTENDANCE. THE  
CONFERENCE WAS DESIGNED TO IMPROVE  
THE LEADERSHIP ABILITIES OF THE  
STUDENTS BY INTENSIVE GUIDANCE AND  
INSTRUCTION IN THE DEVELOPMENT OF  
LEADERSHIP SKILLS. THE STUDENTS  
ATTENDING THE CONFERENCE IN TURN  
PROVIDED INSTRUCTION IN THESE SAME  
SKILLS TO OTHER STUDENTS IN THE  
STUDENT ORGANIZATIONS. (VA)

VT 102 179

RIGGS, ANACILE

DISTRIBUTIVE EDUCATION  
DISSEMINATION PROJECT. FINAL  
REPORT.

ALABAMA STATE DEPT. OF EDUCATION,  
MONTGOMERY. DIV. OF VOCATIONAL  
EDUCATION AND COMMUNITY COLLEGES.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE

ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 75 25P.

DESCRIPTORS - \*DISTRIBUTIVE  
EDUCATION; \*TEACHER WORKSHOPS;  
DEVELOPMENTAL PROGRAMS; SALES  
OCCUPATIONS; CURRICULUM  
DEVELOPMENT; LEARNING ACTIVITIES;  
INDIVIDUALIZED CURRICULUM  
IDENTIFIERS - ALABAMA

ABSTRACT - A CONSORTIUM OF STATES  
KNOWN AS THE INTERSTATE CURRICULUM  
CONSORTIUM PREPARED AND FIELD  
TESTED LEARNING ACTIVITY PACKETS  
DESIGNED TO DEVELOP 983  
COMPETENCIES REQUIRED FOR  
EMPLOYMENT IN 69 MARKETING  
OCCUPATIONS. THE PRODUCT OF THE  
ENTIRE NATIONAL PRODUCT WAS MADE  
AVAILABLE TO ALABAMA FOR USE DURING  
THE 1974-75 SCHOOL YEAR. THE  
PROJECT DESCRIBED IN THIS REPORT  
WAS DESIGNED TO TRAIN A CORE OF TEN  
TEACHERS WHO IN TURN WOULD TRAIN  
OTHER TEACHERS IN THE  
IMPLEMENTATION OF THE LEARNING  
SYSTEM. THE TEN TEACHERS WHO  
RECEIVED THIS INITIAL TRAINING  
SERVED AS INSTRUCTORS IN THE STATE-  
WIDE TRAINING SESSION. THE APPROACH  
USED PROVED TO BE VERY SUCCESSFUL.  
(AUTHOR/VA)

VT 102 180

WARREN, EDWARD N.; FINCH, WILLARD  
C.

SUMMER INSTITUTE FOR HIGH SCHOOL  
STUDENTS: A RESEARCH PROJECT IN  
PRE-VOCATIONAL EDUCATION. SEMI-  
FINAL REPORT.

PITT TECHNICAL INST., GREENVILLE,  
N.C.

NORTH CAROLINA STATE DEPT. OF  
PUBLIC INSTRUCTION, RALEIGH.  
OCCUPATIONAL RESEARCH UNIT.; OFFICE  
OF EDUCATION (DHEW), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 30SEP74 41P.

DESCRIPTORS - \*VOCATIONAL  
EDUCATION; \*PREVOCATIONAL  
EDUCATION; \*COLLEGE CHOICE; \*SUMMER  
INSTITUTES; EDUCATIONAL INTERESTS;  
VOCATIONAL INTERESTS; ATTITUDES;

SECONDARY EDUCATION; FOLLOWUP  
STUDIES  
IDENTIFIERS - PITT COUNTY; NORTH  
CAROLINA; GREENVILLE

ABSTRACT - A TOTAL OF 160 HIGH SCHOOL STUDENTS IN THE PITT COUNTY AND THE GREENVILLE CITY SCHOOL SYSTEMS PARTICIPATED IN TWO SUMMER INSTITUTES, WHICH WERE CONDUCTED TO ALTER THE ATTITUDES AND INTERESTS OF STUDENTS REGARDING VOCATIONAL EDUCATION. PARTICIPANTS FOR THE INSTITUTES WERE CHOSEN FROM THE TOP TWO ACADEMIC QUARTILES, AFTER WHICH AN EXPERIMENTAL AND CONTROL GROUP WERE ESTABLISHED. THE EXPERIMENTAL GROUP PARTICIPATED IN A SPECIALLY DESIGNED FOUR WEEK INSTITUTE INVOLVING MANY KINDS OF EXPOSURE TO VOCATIONAL EDUCATION. THE CONTROL GROUP DID NOT RECEIVE ANY TREATMENT. FOLLOWUP STUDIES WERE CONDUCTED ON BOTH GROUPS TO DETERMINE THE TYPE OF POSTSECONDARY EDUCATION INSTITUTION THAT PARTICIPANTS CHOSE TO ATTEND. STUDENT ATTITUDES AND INTERESTS DID CHANGE, MORE SO FOR MALES THAN FOR FEMALES. FOURTEEN PERCENT OF THE TOTAL EXPERIMENTAL GROUP ENROLLED IN A TECHNICAL INSTITUTE, COMMUNITY COLLEGE, OR TRADE SCHOOL COMPARED TO FIVE PERCENT OF THE CONTROL GROUP. (AUTHOR/VA)

VT 102 181

HUTKIN, RONALD M., COMP.  
A VOCATIONAL APPROACH TO WRITTEN COMMUNICATIONS. FINAL REPORT.

PLATTE TECHNICAL COMMUNITY COLL.,  
COLUMBUS, NEBR.  
NEBRASKA STATE DEPT. OF EDUCATION,  
LINCOLN. DIV. OF VOCATIONAL  
EDUCATION.; NEBRASKA OCCUPATIONAL  
NEEDS RESEARCH COORDINATING UNIT,  
LINCOLN.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - APR75 68P.

DESCRIPTORS - \*AFFECTIVE  
OBJECTIVES; \*COGNITIVE OBJECTIVES;  
\*TEACHING TECHNIQUES; \*WRITING  
SKILLS; LANGUAGE DEVELOPMENT  
IDENTIFIERS - NEBRASKA; WORLD OF  
WORK

ABSTRACT - STUDENTS' COGNITIVE AND AFFECTIVE DEVELOPMENT IN ACHIEVING WRITTEN COMMUNICATION OBJECTIVES IN THE CONTEXT OF THE WORLD OF WORK WERE COMPARED WITH THE SAME OBJECTIVES PLACED IN A LIBERAL ARTS CONTEXT. THE RESEARCH PROJECT INVOLVED FOUR GROUPS OF STUDENTS AT PLATTE TECHNICAL COMMUNITY COLLEGE. TWO EXPERIMENTAL GROUPS COMPLETED THE COGNITIVE OBJECTIVES IN THE WORLD OF WORK CONTEXT, WHEREAS THE TWO CONTROL GROUPS COMPLETED THE COGNITIVE OBJECTIVES IN A LIBERAL ARTS CONTEXT. THE STUDENTS ENGAGED IN FOUR PROJECTS WITHIN THEIR RESPECTIVE SETTINGS. THE POSTTEST ONLY CONTROL GROUP DESIGN WAS USED TO DETERMINE COGNITIVE AND AFFECTIVE DIFFERENCES. THE DATA ANALYSIS SHOWED THAT OVERALL THE EXPERIMENTAL APPROACH PROVED BETTER IN COGNITIVE SKILL DEVELOPMENT AND THE CONTROL APPROACH PROVED SOMEWHAT BETTER IN AFFECTIVE DEVELOPMENT. (VA)

VT 102 182

BAUER, V. DIANE  
THE CONSTITUTIONAL CONVENTION FOR  
HOE STUDENTS AND SECONDARY  
TEACHERS. FINAL REPORT.

ALABAMA STATE DEPT. OF EDUCATION,  
MONTGOMERY. DIV. OF VOCATIONAL  
EDUCATION AND COMMUNITY COLLEGES.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 75 13P.

DESCRIPTORS - \*STUDENT  
ORGANIZATIONS; \*HEALTH OCCUPATIONS  
EDUCATION; \*PLANNING MEETINGS;  
STATE PROGRAMS  
IDENTIFIERS - ALABAMA

ABSTRACT - THE PROJECT DESCRIBED IN THIS REPORT WAS DESIGNED TO ORGANIZE A STATE STUDENT HEALTH OCCUPATIONS EDUCATION ORGANIZATION. THIS ORGANIZATION WILL GIVE STUDENTS WITH EXPLICIT INTEREST IN CAREERS IN HEALTH SERVICES AN OPPORTUNITY TO ASSOCIATE AND

IDENTIFY WITH AN ESTABLISHED ORGANIZATION WHICH IS BASED ON THEIR SELECTED OCCUPATIONAL INTERESTS. THERE WERE 39 STUDENT PARTICIPANTS AT THE CONVENTION HELD TO PLAN THE STATE ORGANIZATION. THE STUDENTS REPRESENTED 18 HEALTH OCCUPATIONS EDUCATION PROGRAMS THROUGHOUT THE STATE OF ALABAMA. IN ADDITION, THERE WERE 17 LOCAL CLUB ADVISORS IN ATTENDANCE. ALL PARTICIPANTS INDICATED THAT THE OBJECTIVES FOR THE CONVENTION WERE MET. (AUTHOR/VA)

VT 102 183

GHAZALAH, I.A.

VOCATIONAL EDUCATION PLANNING DISTRICTS IN OHIO. AN ECONOMIC EVALUATION OF FOREGONE BENEFITS FROM LIMITED PARTICIPATION.

OHIO UNIV., ATHENS. DEPT. OF ECONOMICS.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. DIV. OF VOCATIONAL EDUCATION.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - FEB75 62P.

DESCRIPTORS - \*VOCATIONAL EDUCATION; \*COST EFFECTIVENESS; \*PROGRAM EVALUATION; \*EDUCATIONAL PLANNING; STATEWIDE PLANNING; \*ECONOMIC RESEARCH; \*INPUT OUTPUT ANALYSIS; COMMUNITY BENEFITS IDENTIFIERS - OHIO

ABSTRACT - THIS STUDY ADDRESSES ITSELF TO THE EVALUATION OF THE NET SOCIAL BENEFITS FROM PARTICIPATION IN VOCATIONAL EDUCATION AT THE SENIOR HIGH SCHOOL LEVEL IN THE STATE OF OHIO. VIEWED AS AN INVESTMENT IN HUMAN CAPITAL, VOCATIONAL PROGRAMS WERE EVALUATED IN ORDER TO ESTIMATE THE EXCESS OF SOCIAL BENEFITS OVER SOCIAL COSTS THAT ACCRUE FROM TRAINING AN INDIVIDUAL IN ANY OF THE PROGRAMS OFFERED. BENEFITS WERE MEASURED IN TERMS OF CONTRIBUTIONS TO THE VALUE OF GOODS AND SERVICES PRODUCED IN THE ECONOMY OVER THE INDIVIDUAL'S WORKING LIFETIME AS A RESULT OF COMPLETING A VOCATIONAL PROGRAM;

COSTS, IN TERMS OF THE VALUE OF THE GOODS AND SERVICES THAT HAD TO BE GIVEN UP IN ORDER TO PROVIDE THE TRAINING. THE RESULTS FOR THE SAMPLE VOCATIONAL EDUCATION PLANNING DISTRICTS WERE THEN USED TO OBTAIN SIMILAR ESTIMATES FOR THE STATE'S REMAINING 103 VOCATIONAL EDUCATION PLANNING DISTRICTS. THE COMPUTED ESTIMATES INDICATE THAT INCREASING THE PARTICIPATION RATE BY SENIOR HIGH SCHOOL STUDENTS IN VOCATIONAL EDUCATION PROGRAMS TO 40 PER CENT OF AVERAGE DAILY MEMBERSHIP IN ALL OF THE VOCATIONAL EDUCATION PLANNING DISTRICTS WOULD RESULT IN A STATE-WIDE INCREASE IN NET SOCIAL BENEFITS AMOUNTING TO A MINIMUM OF \$108,918,528 AND A MAXIMUM OF \$326,951,424. (AUTHOR/NJ)

VT 102 184

PARENT AND STUDENT SURVEY REPORT. 2 SCHOOL YEAR 1974-75. PROGRAM REVIEW FOR IMPROVEMENT, DEVELOPMENT AND EXPANSION IN VOCATIONAL EDUCATION AND GUIDANCE.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - ND 51P.

DESCRIPTORS - \*VOCATIONAL EDUCATION; \*SURVEYS; \*PROGRAM EVALUATION; \*PARENT ATTITUDES; \*STUDENT ATTITUDES; STATEWIDE PLANNING; OCCUPATIONAL GUIDANCE IDENTIFIERS - OHIO

ABSTRACT - THIS SURVEY WAS DESIGNED TO DETERMINE THE LEVEL OF PARENT AND STUDENT ACCEPTANCE OF THE PHILOSOPHY OF VOCATIONAL EDUCATION AND THE CURRENT PRACTICES EMPLOYED IN OPERATING VOCATIONAL EDUCATION PROGRAMS AND GUIDANCE SERVICES IN THE PUBLIC SCHOOLS OF OHIO. IN THE 1973-74 SCHOOL YEAR, 50,168 NINTH- AND TWELFTH-GRADE STUDENTS AND 19,640 PARENTS OF THESE STUDENTS IN 107 PUBLIC SCHOOL DISTRICTS PARTICIPATED IN THE PARENT AND STUDENT VOCATIONAL EDUCATION SURVEY. THE RESULTS INDICATE THAT BOTH PARENTS AND STUDENTS HAVE AN



INCREASED AWARENESS OF THE NEED FOR VOCATIONAL EDUCATION. THE PARENTS ALSO INDICATED STRONG SUPPORT OF GUIDANCE, PLANNING FOR CAREERS, AND ACCEPTANCE OF TESTING TO ASSIST IN CAREER DEVELOPMENT, ALTHOUGH THE STUDENTS SHOWED LESS UNDERSTANDING OF THE PROCESS. TABULATIONS OF EACH SURVEY ITEM ARE PRESENTED IN THIS REPORT ALONG WITH AN ANALYSIS OF THE RESPONSES. (AUTHOR/NJ)

VT 102 185

HIRST, BEN A.

VOCATIONAL-TECHNICAL EDUCATION CONSORTIUM OF STATES. SECOND PROGRESS AND INFORMATION REPORT.

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS, ATLANTA, GA.

COMMISSION ON OCCUPATIONAL EDUCATION INSTITUTIONS.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - MAY75 133P.

DESCRIPTORS - \*VOCATIONAL EDUCATION; \*PERFORMANCE-BASED EDUCATION; RESOURCE MATERIALS; \*MATERIAL DEVELOPMENT; \*CONSORTIA; CRITERION REFERENCED TESTS

ABSTRACT - THIS REPORT IS DESIGNED TO PROVIDE THE READER WITH A BASIC UNDERSTANDING OF THE PROCESSES AND PROCEDURES USED TO DEVELOP CATALOGS OF PERFORMANCE OBJECTIVES, CRITERION-REFERENCED MEASURES, AND PERFORMANCE GUIDES FOR LEARNERS IN VOCATIONAL-TECHNICAL EDUCATION. IT REPORTS ON THE EFFORTS OF THE VOCATIONAL-TECHNICAL EDUCATION CONSORTIUM OF STATES (V-TECS) IN PROMOTING THE RESEARCH, DEVELOPMENT AND IMPLEMENTATION OF PERFORMANCE-BASED INSTRUCTION IN VOCATIONAL-TECHNICAL EDUCATION PROGRAMS. THE MAIN BODY OF THE REPORT PRESENTS INFORMATION ON THE ORGANIZATIONAL STRUCTURE OF V-TECS, ITS METHODS AND PROCEDURES, AND THE STATUS OF CATALOG DEVELOPMENT AND OTHER PROJECTS. A SERIES OF APPENDICES PROVIDES MORE DETAILED INFORMATION ABOUT THE ORGANIZATION. (AUTHOR/NJ)

VT 102 186

GEORGIA INTERIM MANPOWER

PROJECTIONS. INDUSTRIES AND OCCUPATIONS. 1970-1980 WITH INTERPOLATED PROJECTIONS FOR 1975 AND 1976.

GEORGIA STATE DEPT. OF LABOR, ATLANTA. EMPLOYMENT SECURITY AGENCY.

DEPARTMENT OF LABOR, WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - NO 196P.

DESCRIPTORS - \*MANPOWER NEEDS; \*EMPLOYMENT PROJECTIONS; \*EMPLOYMENT STATISTICS; STATE SURVEYS; TABLES (DATA); LABOR FORCE; DEMAND OCCUPATIONS IDENTIFIERS - GEORGIA

ABSTRACT - TO HELP MEET THE NEEDS FOR MANPOWER INFORMATION, THE INTERIM MANPOWER PROJECTIONS PROGRAM WAS DESIGNED TO PROVIDE DETAILED INDUSTRY AND OCCUPATIONAL EMPLOYMENT AND MANPOWER REQUIREMENT PROJECTIONS FOR THE STATES. THIS REPORT PRESENTS THE PROJECTIONS FOR THE STATE OF GEORGIA AND INCLUDES: (1) POPULATION AND CIVILIAN LABOR FORCE PROJECTIONS; (2) TOTAL EMPLOYMENT BY INDUSTRY; (3) EMPLOYMENT BY OCCUPATIONS; AND (4) INTERPOLATED EMPLOYMENT BY INDUSTRY AND OCCUPATIONS, 1975 AND 1976, AND ANNUAL JOB OPENINGS. ESTIMATES OF EMPLOYMENT FOR 1975 AND 1976 WERE OBTAINED BY LINEAR INTERPOLATION OF 1970 AND 1980 DATA. (VA)

VT 102 187

A CLASSROOM TRAINING CONFERENCE FOR YOUTH LEADERS OF DISTRIBUTIVE EDUCATION IN ARIZONA VOCATIONAL EDUCATION. FINAL REPORT.

WASHINGTON HIGH SCHOOL, GLENDALE, ARIZ.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX. RESEARCH COORDINATING UNIT.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - 01MAY75 55P.

DESCRIPTORS - \*DISTRIBUTIVE EDUCATION; \*YOUTH LEADERS; \*LEADERSHIP TRAINING; CONFERENCE REPORTS; CURRICULUM GUIDES; COURSE EVALUATION; PARTICIPANT SATISFACTION; YOUTH CLUBS. IDENTIFIERS - ARIZONA

ABSTRACT - COVERING THE TIME PERIOD OF AUGUST 1974 THROUGH MAY 1975, THIS REPORT SUMMARIZES A PROJECT TO IMPROVE LEADERSHIP IN ARIZONA DISTRIBUTIVE EDUCATION YOUTH GROUPS. THE PRIMARY PRODUCT OF THE PROJECT WAS A ONE-DAY LEADERSHIP TRAINING CONFERENCE FOR 134 DISTRIBUTIVE EDUCATION STUDENTS AND TEACHERS IN THE STATE OF ARIZONA. AN EVALUATION OF THE CONFERENCE WAS CONDUCTED IN TERMS OF PARTICIPANT SATISFACTION. A LATER POST-CONFERENCE EVALUATION WAS ALSO MADE TO DETERMINE THE EFFECTIVENESS OF THE CONFERENCE IN BEHAVIORAL TERMS. THE REPORT INCLUDES A PROJECT SUMMARY, WITH GOALS, OBJECTIVES, PROCEDURES, RESULTS, CONCLUSIONS, AND EVALUATION FINDINGS. THE CURRICULUM GUIDE DEVELOPED AND USED FOR THE LEADERSHIP TRAINING CONFERENCE IS ALSO INCLUDED. (NJ)

VT 102 188

GREATER MILWAUKEE METROPOLITAN AREA CAREER EDUCATION PROJECT. INTERIM REPORT.

MILWAUKEE AREA TECHNICAL COLL., WISC.

WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL, AND ADULT EDUCATION, MADISON.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2. PUB DATE - JUN74 40P.

DESCRIPTORS - \*PROGRAM DEVELOPMENT; \*DEVELOPMENTAL PROGRAMS; \*CAREER EDUCATION IDENTIFIERS - MILWAUKEE; WISCONSIN

ABSTRACT - THIS REPORT OF THE SECOND PHASE OF AN EXEMPLARY CAREER EDUCATION PROJECT, CONDUCTED IN THE MILWAUKEE METROPOLITAN AREA, SUMMARIZES THE PROJECT ACTIVITIES FROM JULY, 1973 TO JUNE, 1974. THE

OVERALL PURPOSE OF THE PROJECT WAS TO PROVIDE LEADERSHIP AND PROMOTE THE DEVELOPMENT AND COORDINATION OF CAREER EDUCATION PROGRAMS IN THE MILWAUKEE SCHOOLS AT ALL LEVELS. THE REPORT LISTS THE OBJECTIVES, DESCRIBES THE PROCEDURES, AND PRESENTS THE OUTCOMES OF THE PROJECT. PROJECT RESEARCH SURVEYS FURNISHED INFORMATION CONCERNING SUCH AREAS AS NEEDS ASSESSMENT, FOLLOW-UP STUDIES, AND THE CAREER EDUCATION NEEDS OF ADULTS. PROJECT EFFORTS TO ENCOURAGE LOCAL FUNDING OF CAREER EDUCATION PROGRAMS MET WITH SOME SUCCESS. SEVERAL PILOT PROGRAMS WERE INITIATED OR CONDUCTED WITH PROJECT ASSISTANCE. THE PROJECT ALSO PLANNED AND CONDUCTED A SERIES OF CAREER EDUCATION LEADERSHIP SEMINARS AND WORKSHOPS WHICH RECEIVED FAVORABLE EVALUATIONS FROM THE PARTICIPANTS. IN ADDITION, THE COLLECTION AND DISSEMINATION OF INFORMATION ON ALL AREA CAREER EDUCATION ACTIVITIES WAS CARRIED OUT AND CONTINUES VIA NEWSLETTER AND PROJECT LENDING LIBRARY OF FILMS AND MATERIALS. APPENDED ARE WORKSHOP EVALUATIONS, SURVEY INSTRUMENTS WITH TABULATED RESULTS, AND LISTS OF CAREER EDUCATION CONTACT PERSONS IN THE MILWAUKEE AREA. (NJ)

VT 102 189

SIMS, WILLIAM T. DEVELOPMENTAL VOCATIONAL EDUCATION PROGRAM. A "5 TO 12" MODEL FOR AN URBAN SCHOOL DISTRICT. FINAL REPORT.

CLEVELAND PUBLIC SCHOOLS, OHIO. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

OEC-0-71-0585(361)

PUB. DATE - AUG73 313P.; SEE RELATED DOCUMENTS VT 101 953, VT 101 954 AND VT 101 955; IN THIS ISSUE.

DESCRIPTORS - \*DEVELOPMENTAL PROGRAMS; \*VOCATIONAL EDUCATION; \*CAREER EDUCATION; MODELS; \*URBAN SCHOOLS; \*PROGRAM DESCRIPTIONS;

SUMMATIVE EVALUATION; ECONOMICALLY  
DISADVANTAGED  
IDENTIFIERS - CLEVELAND; OHIO;  
MODELS CITIES PROGRAM

ABSTRACT - COVERING THE TIME  
INTERVAL FROM SEPTEMBER, 1970  
THROUGH AUGUST, 1973, THIS DOCUMENT  
SERVES AS THE FINAL REPORT OF A  
CAREER DEVELOPMENT PROGRAM DESIGNED  
FOR STUDENTS IN THE HIGH POVERTY  
CLEVELAND MODEL CITIES AREA  
SCHOOLS. THE GOAL OF THE PROJECT  
WAS TO BRIDGE THE GAP BETWEEN  
SCHOOL AND EARNING A LIVING THROUGH  
A DEVELOPMENTAL PROGRAM BEGINNING  
IN THE UPPER ELEMENTARY GRADES AND  
CONTINUING THROUGH THE COMPLETION  
OF HIGH SCHOOL. AT THE ELEMENTARY  
LEVEL STUDENTS WERE OFFERED A BROAD  
BASE OF VOCATIONAL INFORMATION AND  
ORIENTATION TO THE WORLD OF WORK,  
WITH SPECIAL STUDY UNITS BASED ON  
THE USE OF OCCUPATIONAL CLUSTERS  
INJECTED INTO THE SOCIAL STUDIES  
CLASSES. AT THE JUNIOR HIGH LEVEL  
THE PROGRAM MOVED INTO AN  
EXPLORATORY PHASE. THE EXPLORATORY  
PREPARATION PHASE AT THE SENIOR  
HIGH LEVEL INVOLVED A WORK STUDY  
PROGRAM, JOB PLACEMENT UPON LEAVING  
SCHOOL, AND GUIDANCE TOWARD FURTHER  
TRAINING. CURRICULA WAS DEVELOPED  
FOR EACH OF THE LEVELS. THE  
PARTICULAR ACCOMPLISHMENTS OF THE  
PROGRAM INCLUDE THE DEVELOPMENT OF  
SOUND-SLIDES FOCUSING ON CLEVELAND,  
THE USE OF THE CLUSTER CONCEPT TO  
PROVIDE AN ORGANIZATIONAL OVERVIEW,  
AND THE DEVELOPMENT OF CURRICULUM  
GUIDES. THIS REPORT SUMMARIZES THE  
PROJECT, DEFINES THE PROBLEM AREA,  
DESCRIBES THE PROJECT DESIGN, AND  
PRESENTS THE RESULTS AND  
ACCOMPLISHMENTS ALONG WITH  
CONCLUSIONS AND RECOMMENDATIONS.  
APPENDICES CONTAIN A BIBLIOGRAPHY,  
THE THIRD PARTY EVALUATION REPORT,  
AND SAMPLE INSTRUMENTS. (NJ)

VT 102 190

MANNEBACH, ALFRED J.; LOWND, S.  
BARBARA V.

A SURVEY OF EMPLOYMENT  
OPPORTUNITIES AND COMMUNITY  
RESOURCES HAVING IMPLICATIONS FOR  
PROGRAMS OF VOCATIONAL AGRICULTURE  
IN CONNECTICUT. PHASE II. FINAL

REPORT.

CONNECTICUT UNIV., STORRS. DEPT. OF  
HIGHER, TECHNICAL, AND ADULT  
EDUCATION.

CONNECTICUT STATE DEPT. OF  
EDUCATION, HARTFORD. DIV. OF  
VOCATIONAL EDUCATION.; OFFICE OF  
EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - MAR75 141P.

DESCRIPTORS - \*EMPLOYMENT  
OPPORTUNITIES; \*COMMUNITY  
RESOURCES; \*VOCATIONAL AGRICULTURE;  
OCCUPATIONAL SURVEYS  
IDENTIFIERS - CONNECTICUT

ABSTRACT - THIS PUBLICATION IS A  
REPORT OF PHASE II OF A TWO-PHASE  
PROJECT TO DETERMINE THE EMPLOYMENT  
OPPORTUNITIES AND COMMUNITY  
RESOURCES IN VOCATIONAL AGRICULTURE  
IN CONNECTICUT. THE STUDY WAS  
DESIGNED TO ENUMERATE JOB  
POSSIBILITIES, TO INFORM FARMERS  
AND AGRICULTURAL FIRM OPERATORS OF  
THE VOCATIONAL AGRICULTURE PROGRAM,  
AND TO IDENTIFY THE COMMUNITY  
RESOURCES AVAILABLE TO STATE  
PROGRAMS IN VOCATIONAL AGRICULTURE.  
PHASE II, CONDUCTED BETWEEN JULY,  
1974, AND MARCH, 1975, INVOLVED THE  
COLLECTION, COMPILATION, AND  
REPORTING OF THE DATA, AND THE  
DISSEMINATION OF INFORMATION ABOUT  
THE VOCATIONAL AGRICULTURE PROGRAM.  
THE TABULATED DATA APPEARING IN THE  
REPORT PROVIDE INFORMATION ABOUT  
CURRENT AND PROJECTED EMPLOYMENT,  
INCOME, AND LEVELS OF EXPERIENCE  
AND EDUCATION REQUIRED FOR  
BEGINNING EMPLOYMENT. RESULTS OF  
THE SURVEY INDICATE THAT THE  
EMPLOYMENT OPPORTUNITIES IN  
AGRICULTURE IN THE STATE ARE  
INCREASING AT THE RATE OF  
APPROXIMATELY THREE PERCENT PER  
YEAR. THE FINDINGS ALSO INDICATE A  
LARGE NUMBER OF RESOURCES AVAILABLE  
IN THE STATE THAT COULD BE UTILIZED  
TO ENRICH THE VOCATIONAL  
AGRICULTURE PROGRAM. THE MAJOR  
PORTION OF THE REPORT IS TAKEN UP  
WITH THE PRESENTATION AND SUMMARY  
OF THE DATA. PHASE II PROCEDURES  
ARE DESCRIBED, AND A SUMMARY OF THE

ACTIVITIES OF PHASE I ALSO APPEARS. A SAMPLE INTERVIEW SCHEDULE IS APPENDED ALONG WITH INFORMATION ABOUT PROJECT PERSONNEL. (NJ)

## VT 102 191

ROBEY, DORIS; BURR, BETTY  
A COMPARATIVE STUDY OF ALTERNATIVE METHODS AND TECHNIQUES IN STENOGRAPHIC TRAINING.

PULASKI COUNTY SPECIAL SCHOOL DISTRICT, ARK.  
ARKANSAS STATE DEPT. OF EDUCATION, LITTLE ROCK.; BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN75 30P.

DESCRIPTORS - \*STENOGRAPHY; OFFICE PRACTICE; OFFICE MACHINES;  
\*EXPERIMENTAL PROGRAMS; COMPARATIVE ANALYSIS  
IDENTIFIERS - LITTLE ROCK; ARKANSAS.

ABSTRACT - A SURVEY CONDUCTED IN 1974 IN THE LITTLE ROCK AREA REVEALED THERE WAS A DEMAND FOR OFFICE PERSONNEL WHO COULD TAKE SHORTHAND. THERE WAS A DEFINITE NEED FOR THE INITIATION AND IMPLEMENTATION OF A PROGRAM AT MCCLELLAN HIGH SCHOOL TO BOOST ENROLLMENT IN SHORTHAND COURSES. THE PURPOSE OF THIS STUDY WAS TO DETERMINE IF STUDENTS COULD ACQUIRE A PROFICIENCY LEVEL IN TRANSCRIPTION FOR EMPLOYMENT IN A ONE-YEAR PERIOD THAT EXCEEDS THE LEVEL NOW ACHIEVED IN THE TRADITIONAL SHORTHAND CLASSES. A COMPARATIVE STUDY WAS CONDUCTED TO ASCERTAIN WHETHER STUDENTS COULD ACHIEVE A HIGHER LEVEL OF SKILL THROUGH THE USE OF MACHINES OR BY THE TRADITIONAL APPROACH. ALL STUDENTS HAD ONE HOUR OF INSTRUCTION DAILY. THE MACHINE METHOD OF TEACHING SHORTHAND APPEARED TO BE A SUPERIOR METHOD. FORTY-FOUR PERCENT OF THE STUDENTS IN THE EXPERIMENTAL MACHINE SHORTHAND GROUPS HAD REACHED A JOB-ENTRY SKILL LEVEL BY THE END OF THE SCHOOL YEAR. THIS COMPARED TO 6 PERCENT IN THE CONTROL GROUPS OF

TRADITIONAL GREGG SHORTHAND. (VA)

## VT 102 192

CAREERMOBILE PROJECT. FINAL REPORT.

WESTERN WISCONSIN TECHNICAL INST., LA CROSSE.

BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (DHEW/OE), WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.

PUB DATE - MAY75 45P.

DESCRIPTORS - \*OCCUPATIONAL GUIDANCE; \*MOBILE EDUCATIONAL SERVICES; \*CAREER PLANNING; RESOURCE MATERIALS; AUDIOVISUAL CENTERS; \*FILM LIBRARIES  
IDENTIFIERS - WISCONSIN

ABSTRACT - THE CAREERMOBILE IS DESIGNED TO BRIDGE THE GAP BETWEEN EDUCATION AND WORK FOR URBAN AND RURAL YOUTH IN THE WESTERN WISCONSIN VOCATIONAL, TECHNICAL AND ADULT EDUCATION DISTRICT BY PROVIDING OCCUPATIONAL AND CAREER GUIDANCE INFORMATION THROUGH ITS VAST AUDIOVISUAL RESOURCE LIBRARY. IN ORDER TO DEVELOP ITS COLLECTION OF AUDIOVISUAL RESOURCES, AN EXTENSIVE NATIONWIDE SEARCH OF FILMSTRIPS WAS CONDUCTED. THE CAREERMOBILE BEGAN ITS OPERATION IN 1972 WITH APPROXIMATELY 300 COMMERCIAL CAREER PROGRAMS. CONCURRENT PRODUCTION OF SOUND FILMSTRIPS AT WESTERN WISCONSIN TECHNICAL INSTITUTE RESULTED IN THE DEVELOPMENT OF ADDITIONAL CAREER PROGRAMS. THIRTY-TWO SCHOOLS WERE VISITED DURING THE SCHOOL YEARS 1972-73 AND 1973-74. APPROXIMATELY 30,000 STUDENTS RECEIVED THE OPPORTUNITY TO OBTAIN INFORMATION AND GUIDANCE CONCERNING CAREER AND OCCUPATIONAL PROGRAMS DURING THAT TIME PERIOD. (VA)

## VT 102 193

MORTON, J.B.; CHRISTENSEN, HAROLD  
NUMERICAL CONTROL ASSOCIATED JOBS STATE-WIDE SURVEY.

OKLAHOMA STATE DEPT. OF VOCATIONAL AND TECHNICAL EDUCATION, STILLWATER. DIV. OF RESEARCH,



PLANNING, AND EVALUATION.  
BUREAU OF OCCUPATIONAL AND ADULT  
EDUCATION (DHEW/OE), WASHINGTON,  
D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - JUN75 9P.

DESCRIPTORS - \*OCCUPATIONAL  
SURVEYS; \*STATE SURVEYS; \*NUMERICAL  
CONTROL; MACHINISTS; JOB TRAINING  
IDENTIFIERS - OKLAHOMA

ABSTRACT - IN ORDER TO GET A BETTER  
VIEW OF THE DEMAND FOR SECONDARY  
TRAINED NUMERICAL CONTROL PERSONNEL  
AND UPGRADED ADULT MACHINISTS, A  
QUESTIONNAIRE WAS SENT TO MACHINE  
SHOPS THROUGHOUT THE STATE OF  
OKLAHOMA. THE QUESTIONNAIRE WAS  
DESIGNED TO SHOW THE PRESENT LEVEL  
OF EMPLOYMENT OF NUMERICAL CONTROL  
PERSONNEL, THE ANTICIPATED USE OF  
RETRAINING FACILITIES, AND THE  
ANTICIPATED ONE-YEAR AND TWO-YEAR  
DEMAND LEVELS. THE RESULTS OF THIS  
STUDY WERE USED TO DETERMINE THE  
FEASIBILITY OF PURCHASING NUMERICAL  
CONTROL MACHINISTS' TOOLS FOR USE  
IN THE TRAINING OF MACHINISTS. IT  
WAS FOUND THAT THE LEVEL OF  
TRAINING REQUIRED DID NOT JUSTIFY  
THE PURCHASE OF NUMERICAL CONTROL  
EQUIPMENT AT THIS TIME. (AUTHOR/VA)

VT 102:194

COORDINATED EFFORT FOR CAREER  
EDUCATION. INTERIM REPORT.

GRAYSON COUNTY COLL.,  
SHERMAN/DENISON, TEX.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OEG-0-73-5309  
PUB DATE - 01JUL75 115P.

DESCRIPTORS - \*DEVELOPMENTAL  
PROGRAMS; \*CAREER EDUCATION;  
\*PROGRAM DESCRIPTIONS; \*PROGRAM  
EVALUATION; CAREER AWARENESS;  
ELEMENTARY GRADES; SECONDARY SCHOOL  
STUDENTS; OCCUPATIONAL GUIDANCE  
IDENTIFIERS - CAREER EXPLORATION;  
GRAYSON COUNTY; TEXAS

ABSTRACT - COVERING THE TIME PERIOD

OF JULY, 1974 THROUGH JUNE, 1975,  
THIS IS THE SECOND INTERIM REPORT  
OF A K-12 CAREER EDUCATION PROJECT  
CONDUCTED IN THE GRAYSON COUNTY  
SCHOOLS IN TEXAS. EACH OF THE  
PROJECT COMPONENTS REPORTS ON THE  
YEAR'S ACTIVITIES. ON THE  
ELEMENTARY OR OCCUPATIONAL  
AWARENESS LEVEL, THE STAFF WORKED  
WITH CLASSROOM TEACHERS, HELPING  
THEM TO INTEGRATE CAREERS INTO THE  
DAILY LESSON PLANNING. AT THE  
JUNIOR HIGH LEVEL, THE PROJECT-  
DEVELOPED OCCUPATIONAL  
INVESTIGATION CURRICULUM WAS USED,  
ALONG WITH FILMS, FIELD TRIPS, AND  
RESOURCE SPEAKERS, TO ORIENT THE  
STUDENTS IN FIVE JOB  
CLASSIFICATIONS UNDER EACH OF THE  
FIFTEEN OCCUPATIONAL CLUSTERS. THE  
GUIDANCE STAFF CONDUCTED GROUP  
SESSIONS IN CAREER GUIDANCE,  
FOCUSING ON SELF-AWARENESS, VALUE  
CLARIFICATION, VOCATIONAL  
INFORMATION, AND JOB-SEEKING  
SKILLS. BY THE END OF THE SCHOOL  
YEAR MORE INTEREST IN THE PROGRAM  
WAS BEING SHOWN AS DEMONSTRATED BY  
INCREASED PARTICIPATION IN  
WORKSHOPS AND OTHER PROJECT-  
SPONSORED ACTIVITIES. MORE THAN  
ONE-HALF OF THE REPORT IS TAKEN UP  
WITH THE THIRD PARTY EVALUATION OF  
THE PROJECT. (AUTHOR/NJ)

VT 102 195

OBTAINING ACCURATE INFORMATION  
CONCERNING PLACEMENT AND FOLLOW-UP  
OF PROGRAM COMPLETIONS IN  
VOCATIONAL EDUCATION AT ALL LEVELS.  
STRATEGIES FOR A PLACEMENT SERVICE  
AT THE LEA COMMUNITY LEVEL THROUGH  
THE DEVELOPMENT OF A MODEL AND  
FOLLOW-UP INSTRUMENT.

VINCENNES UNIV., IND.  
INDIANA STATE BOARD OF VOCATIONAL  
EDUCATION, INDIANAPOLIS.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 13MAY75 27P.

DESCRIPTORS - \*VOCATIONAL FOLLOWUP;  
\*GRADUATE SURVEYS; \*FOLLOWUP  
STUDIES; DATA COLLECTION; HIGH  
SCHOOL GRADUATES  
IDENTIFIERS - INDIANA

ABSTRACT - THE OBJECTIVE OF THIS PROJECT WAS TO PROVIDE THE GUIDELINES AND FORMAT FOR A PROCEDURE THAT COULD BE USED FOR ASSESSING THE PLACEMENT AND FOLLOWUP OF VOCATIONAL GRADUATES. A MODEL FOR OBTAINING ACCURATE FEEDBACK AS TO THE KINDS OF SUCCESS GRADUATES ARE HAVING IN THE WORLD OF WORK WAS DEVELOPED. THE SURVEY INSTRUMENT USED FOR COLLECTING DATA WAS FIELD TESTED AT THREE DIFFERENT SETTINGS WITHIN THE STATE OF INDIANA. A COMPUTER PROGRAM WAS WRITTEN FOR RETRIEVING THE DATA IN A MEANINGFUL FORMAT. A TOTAL OF 536 GRADUATES IN 29 CAREER DIVISION PROGRAMS WERE SURVEYED. THE SURVEY PROVIDED INFORMATION ON THE NUMBER OF OCCUPATIONAL GRADUATES THAT HAD SECURED EMPLOYMENT, THE NUMBER EMPLOYED, NUMBER CONTINUING THEIR EDUCATION, NUMBER WHO COULD NOT BE LOCATED, AND A SALARY RANGE FOR THOSE GRADUATES THAT WERE EMPLOYED. (VA)

#### VT 102 196

VETTER, LOUISE, AND OTHERS  
WOMEN IN THE WORK FORCE. FOLLOW-UP.  
STUDY OF CURRICULUM MATERIALS;

OHIO STATE UNIV., COLUMBUS. CENTER  
FOR VOCATIONAL EDUCATION.  
NATIONAL INST. OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

RES-DEV-SER-102

PUB. DATE - 75 63P.

DESCRIPTORS - \*FOLLOWUP STUDIES;  
\*SUMMATIVE EVALUATION; WORK  
ATTITUDES; CAREER PLANNING;  
OCCUPATIONAL INFORMATION; SECONDARY  
SCHOOL STUDENTS; \*FEMALES

ABSTRACT - CAREER PLANNING FOR  
YOUNG WOMEN HAS GAINED MORE  
IMPORTANCE BECAUSE OF THE  
INCREASING NUMBERS OF WOMEN  
ENTERING THE WORK FORCE. A FOLLOW-  
UP OF THE ORIGINAL RESULTS OF A  
CURRICULUM UNIT, "PLANNING AHEAD  
FOR THE WORLD OF WORK" FOR HIGH  
SCHOOL WOMEN WAS CONDUCTED ONE YEAR  
AFTER THE UNIT WAS TESTED. THE  
FOLLOW-UP INCLUDED 247 OF THE

ORIGINAL 326 HOME ECONOMICS  
STUDENTS WHO PARTICIPATED IN THE  
STUDY. AT THE TIME OF RE-TEST,  
STUDENTS WERE IN THE EIGHTH, TENTH,  
AND TWELFTH GRADES. THE INSTRUMENT  
USED FOR FOLLOW-UP INCLUDED  
SECTIONS RELATING TO KNOWLEDGE OF  
WORK, ATTITUDES TOWARD WORK, AND  
CAREER PLANS. THE CONCLUSIONS  
CONCERNING THE RETAINED EFFECT OF  
THE UNIT WERE: (1) SOME OF THE GAIN  
IN THE EXPERIMENTAL GROUP STUDENTS'  
OBJECTIVE KNOWLEDGE OF THE WORLD OF  
WORK WAS RETAINED, BUT EXPERIMENTAL  
AND CONTROL GROUP RESPONSES WERE  
NOT SIGNIFICANTLY DIFFERENT. (2)  
STUDENTS IN THE EXPERIMENTAL GROUP  
STILL HAD HIGHER SCORES ON THE  
CHALLENGE ATTITUDE SCALE. (3) THE  
CONTROL GROUP GAINED A DESIRE FOR  
ECONOMIC MOBILITY AND EXTRINSIC  
REWARDS IN GRADE 12 EQUAL TO THAT  
HELD BY THE EXPERIMENTAL GROUP. (4)  
THE STATUS LEVEL OF STUDENTS'  
STATED FIRST OCCUPATIONAL CHOICES  
TENDED TO REMAIN THE SAME, WHILE  
MORE STUDENTS IN THE EXPERIMENTAL  
GROUP FELT THEY WOULD CONTINUE TO  
WORK AFTER THEIR CHILDREN WERE BORN  
AND ALSO AFTER THEIR CHILDREN WERE  
IN HIGH SCHOOL. (AUTHOR/VA)

#### VT 102 197

PROCEEDINGS OF THE ANNUAL NATIONAL  
CLINIC ON TECHNICAL EDUCATION  
(11TH, COLUMBIA, SOUTH CAROLINA,  
MARCH 27-29, 1974).

AMERICAN TECHNICAL EDUCATION  
ASSOCIATION, INC., DELMAR, N.Y.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.

MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.

PUB. DATE - MAR74 122P.

DESCRIPTORS - \*CONFERENCE REPORTS;  
\*SYMPOSIA; \*TECHNICAL EDUCATION;  
TEACHER EDUCATION; VOCATIONAL  
COUNSELING; MANAGEMENT BY  
OBJECTIVES; WORK EXPERIENCE  
PROGRAMS; REMEDIAL PROGRAMS

ABSTRACT - "TECHNICAL EDUCATION --  
A CONTINUING SEARCH FOR QUALITY"  
WAS THE UNIFYING THEME FOR THE  
THREE DAY ANNUAL CONFERENCE IN  
SOUTH CAROLINA OF THE AMERICAN

TECHNICAL EDUCATION ASSOCIATION. THE PAPERS PRESENTED TOUCHED ON MANY FACETS OF TECHNICAL EDUCATION, RANGING FROM TECHNICAL TEACHER TRAINING, STUDENT COUNSELING, AND EDUCATIONAL MANAGEMENT THROUGH WORK EXPERIENCE AND STUDENT DEVELOPMENT PROGRAMS. MINUTES OF THE BUSINESS MEETING AND A LISTING OF ATTENDEES AND EXHIBITORS ARE APPENDED. (VA).

VT 102 198

RYAN, T. ANTOINETTE  
HAWAII CAREER DEVELOPMENT  
CONTINUUM, K-14. FINAL REPORT.

HAWAII UNIV., HONOLULU. COLL. OF  
EDUCATION.  
BUREAU OF ADULT, VOCATIONAL, AND  
TECHNICAL EDUCATION (DHEW/OE),  
WASHINGTON, D.C.; HAWAII STATE  
DEPT. OF EDUCATION, HONOLULU.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 30JUN75 235P.; SEE  
RELATED DOCUMENTS VT 102 045, VT  
102 046, VT 102 047 AND VT 102 048  
IN THIS ISSUE.

DESCRIPTORS - \*VOCATIONAL  
DEVELOPMENT; \*CAREER EDUCATION;  
ELEMENTARY GRADES; SECONDARY  
EDUCATION; \*PROGRAM DESCRIPTIONS;  
INSERVICE TEACHER EDUCATION;  
MATERIAL DEVELOPMENT; \*PROGRAM  
EVALUATION  
IDENTIFIERS - HAWAII

ABSTRACT - THIS REPORT DESCRIBES  
THE THIRD PHASE OF A THREE-PHASE  
PROJECT DESIGNED TO PROVIDE CAREER  
DEVELOPMENT AT ALL LEVELS IN HAWAII  
SCHOOLS. THE PROJECT PROPOSED TO  
MEET THE NEED OF A SYSTEMATICALLY  
DEVELOPED PROGRAM THROUGH THE  
DEVELOPMENT OF A CONCEPTUAL  
FRAMEWORK AND CURRICULUM GUIDES,  
PROVISION OF INSERVICE TRAINING FOR  
SCHOOL PERSONNEL, AND DEVELOPMENT  
OF INSTRUMENTS FOR EVALUATING  
STUDENT GROWTH IN CAREER  
DEVELOPMENT. THE CONCEPTUAL  
FRAMEWORK AND CURRICULUM GUIDES  
WERE DEVELOPED IN THE FIRST TWO  
PHASES. THE TWO MAJOR GOALS OF  
PHASE III WERE INSERVICE TRAINING  
OF SCHOOL PERSONNEL IN GRADES K-12  
IN HAWAII AND THE DEVELOPMENT OF

INSTRUMENTS TO ASSESS STUDENT  
GROWTH. FROM FEBRUARY 1974 TO JUNE  
1975, INSERVICE TRAINING WAS  
PROVIDED TO 286 PARTICIPANTS  
THROUGH SEVEN TWO-DAY WORKSHOPS. A  
BATTERY OF FOUR INSTRUMENTS WAS  
DEVELOPED. RESULTS FROM AN ANALYSIS  
OF PRETESTS AND POSTTESTS  
ADMINISTERED TO 852 STUDENTS IN  
GRADES 3, 6, 9 AND 12 INDICATE THE  
INSTRUMENTS ARE VALID AND RELIABLE  
FOR ASSESSING STUDENT GROWTH IN  
CAREER DEVELOPMENT. AN  
ADMINISTRATOR'S MANUAL OF  
INSTRUCTIONS WAS DEVELOPED FOR EACH  
INSTRUMENT. RESULTS OF AN OUTSIDE  
EVALUATION INDICATE THAT GENERALLY  
THE PROJECT ACHIEVED ITS OBJECTIVES  
RELATING TO INSERVICE TRAINING AND  
INSTRUMENT DEVELOPMENT. THE REPORT  
CONTAINS A DESCRIPTION OF THE  
PROJECT, ACTIVITIES, RESULTS AND  
ACCOMPLISHMENTS RELATED TO EACH OF  
THE OBJECTIVES. SAMPLE PROJECT-  
DEVELOPED EVALUATION INSTRUMENTS  
ARE APPENDED. (AUTHOR/NJ)

VT 102 199

CHRISTOFFEL, PAMELA; RICE, LOIS.  
FEDERAL POLICY ISSUES AND DATA  
NEEDS IN POSTSECONDARY EDUCATION.  
FINAL REPORT TO THE NATIONAL CENTER  
FOR EDUCATION STATISTICS.

COLLEGE ENTRANCE EXAMINATION BOARD,  
WASHINGTON, D.C.  
OFFICE OF EDUCATION (DHEW),  
WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE  
ANNOUNCED IN VOL. 9, NO. 2.  
OEC-0-74-2126  
SUPERINTENDENT OF DOCUMENTS, U.S.  
GOVERNMENT PRINTING OFFICE,  
WASHINGTON, D.C. 20402  
PUB DATE - 75 119P.

DESCRIPTORS - \*EDUCATIONAL POLICY;  
\*POST SECONDARY EDUCATION; \*DATA  
BASES; \*FEDERAL AID; \*EDUCATIONAL  
PROGRAMS; STATE FEDERAL SUPPORTS;  
STATISTICAL DATA

ABSTRACT - THIS REPORT DELINEATES  
THE MAJOR POLICY ISSUES IN  
FEDERALLY SUPPORTED POST SECONDARY  
EDUCATION PROGRAMS AND IDENTIFIES  
SPECIFIC CATEGORIES OF  
POSTSECONDARY EDUCATION DATA NEEDED

AT THE FEDERAL LEVEL TO ADDRESS THESE ISSUES. TO ACCOMPLISH THESE TASKS: (1) MAJOR LITERATURE SOURCES PERTINENT TO FEDERAL POLICY ISSUES AND DATA NEEDS WERE REVIEWED; (2) FEDERAL OFFICIALS AND EXPERTS IN THE FIELD WERE INTERVIEWED; (3) A CONFERENCE OF POSTSECONDARY EDUCATION EXPERTS AND INTERESTED FEDERAL OFFICIALS WAS CONVENED IN AN ATTEMPT TO DEFINE POLICY ISSUES AND DATA NEEDS; (4) THE COMPILATION OF FEDERAL POSTSECONDARY EDUCATION PROGRAMS WAS REVIEWED FOR INHERENT POLICY ISSUES AND DATA NEEDS. THE FEDERAL POSTSECONDARY POLICY ISSUES IDENTIFIED WERE: (1) PROVIDING EQUAL EDUCATIONAL OPPORTUNITY; (2) MEETING MANPOWER NEEDS; (3) PROMOTING RECURRENT EDUCATION; (4) STIMULATING EDUCATIONAL DIVERSITY; AND (5) ENCOURAGING RESEARCH IN THE NATIONAL INTEREST. (VA)

APPROXIMATELY 100 PARTICIPANTS CONTRIBUTED THEIR KNOWLEDGE AND EXPERTISE ON TEACHER EDUCATION, EXAMINED CURRENT PRACTICES IN PRESERVICE AND INSERVICE TEACHER TRAINING, AND RECOMMENDED NEW APPROACHES FOR HEALTH OCCUPATIONS EDUCATION TEACHER EDUCATION PROGRAMS THROUGHOUT THE COUNTRY. RECOMMENDATIONS GENERATED BY THE CONFERENCE PARTICIPANTS PROVIDE A BASIS UPON WHICH GUIDELINES FOR CRITERIA RELATING TO HEALTH OCCUPATIONS TEACHER EDUCATION MAY BE DEVELOPED. (AUTHOR/VA)

VT 102 200  
HEALTH OCCUPATIONS EDUCATION. A NATIONAL INVITATIONAL CONFERENCE DETERMINING THE FUTURE DIRECTIONS FOR THE DEVELOPMENT OF EFFICIENT AND EFFECTIVE TEACHER EDUCATION PROGRAMS.

CALIFORNIA UNIV., LOS ANGELES. DIV. OF VOCATIONAL EDUCATION. OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.  
MF AND HC AVAILABILITY WILL BE ANNOUNCED IN VOL. 9, NO. 2.  
PUB DATE - 74 109P.

DESCRIPTORS - \*HEALTH OCCUPATIONS EDUCATION; \*CONFERENCE REPORTS; INSTRUCTIONAL PROGRAMS; TEACHER EDUCATION; INSERVICE TEACHER EDUCATION; PRESERVICE EDUCATION; IDENTIFIERS - OKLAHOMA CITY; OKLAHOMA

ABSTRACT - THE NATIONAL CONFERENCE ON HEALTH OCCUPATIONS EDUCATION WAS ORGANIZED IN RESPONSE TO A NATIONWIDE DEMAND FOR DISSEMINATION OF PROJECT FINDINGS AND INSTRUCTIONAL MATERIALS IN THE FIELD OF HEALTH EDUCATION. EMPHASIS THROUGHOUT THE RESEARCH PROJECT AND THE CONFERENCE WAS ON THE TOTAL INSTRUCTIONAL PROCESS.



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### ACCOUNTING

VT 100 009

3

BUDGETING AND SPENDING.

VT 100 015

4

FARM RECORDS--A MANAGEMENT TOOL

VT 100 144

37

CLIFFS KEYNOTE REVIEWS: ACCOUNTING.

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VTP 2135

Title: Orientation to the World of Work.Principal Investigator: Linda R. GlossonRecipient Institution: Home Economics Instructional Materials Center, Texas Tech University, Lubbock, TexasStart - End Dates: June 1975 to June 1976Annual Funding: No dataSupporting Agency: Texas Education Agency, Austin 78711Contract and/or Control No.: No data

Summary of Project: This project will revise a teacher guide for Orientation to the World of Work. Development methodology involves preparation of generalizations, behavioral objectives, learning and evaluation experiences, and teaching aids.

VTP 2136

Title: Clothing Assistant, Teacher and Student Editions.Principal Investigator: Linda R. GlossonRecipient Institution: Home Economics Instructional Materials Center, Texas Tech University, Lubbock, TexasStart - End Dates: June 1975 to June 1976Annual Funding: No dataSupporting Agency: Texas Education Agency, Austin 78711Contract and/or Control No.: No data

Summary of Project: The project will revise the course of study for 11th and 12th grade students enrolled in Home Economics Cooperative Education program. Development methodology involves preparation of job analysis; course unit outline; lessons consisting of objectives, reading assignments, information, study questions, assignments, and group work; and unit tests. Employers, employees, teachers, and subject matter experts will contribute to the development of the materials through participation on the advisory committee or on the writer team.

VTP 2137

Title: Home Furnishings Assistant, Teacher and Student Editions.Principal Investigator: Linda R. GlossonRecipient Institution: Home Economics Instructional Materials Center, Texas Tech University, Lubbock, TexasStart - End Dates: June 1975 to June 1976Annual Funding: No dataSupporting Agency: Texas Education Agency, Austin 78711Contract and/or Control No.: No data

Summary of Project: The project will revise courses of study for 11th and 12th grade students enrolled in Home Economics Cooperative Education program. Development methodology involves preparation of job analysis; course unit outline; lessons consisting of objectives, reading assignments, information, study questions, assignments, and group work; and unit tests. Employers, employees, teachers, and subject matter experts will contribute to the development of the materials through participation on the advisory committee or on the writer team.



VTP 2138

Title: CVAE Curriculum Guide for Office Duplicating Cluster.

Principal Investigator: Occupational Curriculum Laboratory, East Texas State University, Commerce, Texas 75428

Recipient Institution: Occupational Curriculum Laboratory, East Texas State University, Commerce, Texas 75428

Start - End Dates: June 1, 1975 to December 31, 1975

Annual Funding: No data

Supporting Agency: Texas Education Agency, 201 E. 11th Street, Austin, Texas 78701

Contract and/or Control No.: No data

Summary of Project: The final product of the project will be a curriculum guide for office duplicating instruction and will serve the needs of all office duplicating instructors throughout the state. A team of writers, instructing in office duplicating, have conducted a comprehensive search of available literature of Office Duplicating Curricula. Drawing from their professional expertise and available resources a rough draft outline was produced in June. This rough draft material will be submitted to all instructors teaching this specialty for review. Revisions based on all recommendations will be made, and the outline will be submitted for editorial refinement. Distribution of the final product will be in January, 1976.

VTP 2139

Title: Counselor's Process Manual for Career Guidance, Counseling and Placement.

Principal Investigators: Barbara Hartman and Ron Walz

Recipient Institution: Guidance Section, State Department of Education, North Central Kansas, AVTS, Box 626, Beloit, Kansas 67420

Start - End Dates: January 1975 to June 1975

Annual Funding: \$7,838.00

Supporting Agency: Kansas State Department of Education, State Education Building, 120 East 10th Street, Topeka, Kansas 66612

Contract and/or Control No.: No data

Summary of Project: This project developed a process for career guidance, counseling and placement program development for counselors K-Adult. During the first phase, it is intended that counselors will use this process to define their role in career guidance counseling and placement. The process includes development of objective-based programs for counselor functions and student outcomes. A manual, produced in the first phase, will be disseminated in the second phase through statewide counselor workshops.

# DIRECTORY OF CURRICULUM COORDINATION CENTERS

## WESTERN CURRICULUM COORDINATION CENTER

Dr. James Becket, Director  
Vocational Education Section  
Department of Education  
721 Capitol Mall  
Sacramento, CA 95814  
(916) 322-2330

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225 West State Street  
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Mr. Ron Meek, Director  
State Department of Vocational and  
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1515 West Sixth Avenue  
Stillwater, OK 74074  
(405) 377-2000, ext. 261

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Mississippi State University  
Research and Curriculum Unit  
Drawer JW  
Mississippi State, MS 39762  
(601) 325-2510

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## NORTHWESTERN CURRICULUM COORDINATION CENTER

Mr. James L. Blue, Director  
Washington State Coordinating Council  
for Occupational Education  
222 Airdustrial Park, Bldg. 17  
Olympia, WA 98504  
(206) 753-0878

ALASKA, COLORADO, IDAHO, MONTANA,  
NORTH DAKOTA, OREGON, SOUTH DAKOTA,  
UTAH, WASHINGTON, WYOMING

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VTP 2140

Title: An Assessment of the Roles, Functions, and Needs for Personnel Development Coordination Within Area Schools and Area Education Agencies.

Principal Investigator: Robert Geliha

Recipient Institution: Iowa State University, Ames, Iowa 50010

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$12,209.00

Supporting Agency: Career Education Division, Planning and Support Section, Department of Public Instruction, Grimes State Office Building, Des Moines, Iowa 50319

Contract and/or Control No.: No data

Summary of Project: The objectives of this project are to: (1) determine roles, functions, and competencies necessary for a vocational personnel development coordination system; (2) assess need within area schools and agencies; (3) identify potential delivery systems within Iowa. Procedures will include: (1) maintenance of process evaluation file by external evaluator; (2) contact with state and national development systems; (3) development of a competencies list; (4) development and implementation of need assessment instrument; and (5) final evaluation by external evaluator.

VTP 2141

Title: The Development and Field-Testing of an Objective Selection Scale for Student Placement.

Principal Investigator: Jerry L. Wircenski

Recipient Institution: Purdue University, West Lafayette, IN 47907

Start - End Dates: June 1, 1975 to May 31, 1976

Annual Funding: \$8,420.00

Supporting Agency: State of Indiana, State Department of Public Instruction, Division of Vocational Education, 120 W. Market Street, 16th Floor, Indianapolis, Indiana 46204

Contract and/or Control No.: No data

Summary of Project: The objectives of this project are to: (1) design student selection scales to record and relate all the variables which guidance personnel and vocational teachers evaluate as they interview and counsel students for program placement (one instrument for each of four (4) programs, representing four (4) different service areas); (2) field test the selection scales and correlate them with the guidance counselor's and vocational teacher's prediction of each student's potential for achievement as well as with the control group; (3) design a counselor/teacher handbook for developing student selection scales at the local level; (4) field test the counselor/teacher handbook at the local level with the control group teachers and counselors. The initial selection of schools, service areas, and construction of scales as well as placement of students and completion of counselor/teacher handbook were scheduled for the summer of 1975. Included for the 1975-76 school year will be selection of control groups and ranking of students within them, field testing of the counselor/teacher handbook and selection scales, analysis and interpretation of data, revision of selection instruments and counselor/teacher handbook, and the dissemination of findings.

VTP 2142

Title: Vocational Education Public Information Program for the Pennyryle Region  
(Continuation).

Principal Investigators: Joyce Logan and B. M. Hatley

Recipient Institution: Region II Office for Vocational Education, Madisonville, Kentucky

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$4,000.00

Supporting Agency: The Bureau of Vocational Education, Kentucky State Department of Education, Frankfort, Kentucky 40601

Contract and/or Control No.: No data

Summary of Project: This project is being continued to increase the awareness and understanding of vocational programs for both high school students and adults in the Pennyryle Region. Surveys will be repeated to gauge the success of the project to date and media publicity campaigns will be continued. Slide presentations and audio-visual displays are being prepared for use in vocational schools and presentation to the public.

VTP 2143

Title: Elementary School Awareness in Career Education.

Principal Investigator: Linda Handel

Recipient Institution: Frenchtown School, Frenchtown Road, East Greenwich, Rhode Island 02818

Start - End Dates: September 1975 to June 1976

Annual Funding: \$5,549.00

Supporting Agency: State of Rhode Island, Department of Education, Vocational Education Office, Providence, Rhode Island 02908

Contract and/or Control No.: No data

Summary of Project: Development of overall skills for the students of East Greenwich is the primary objective of this project. Approximately 240 students will be directly involved in the following four programs: elementary school career awareness, high school distributive education, consumer education for elementary students, and driver's education for EMR students. Programs will be implemented within the curriculum to provide students with an opportunity to explore the areas of natural resources, homemaking and consumer education, communication and the media, marine science, and fine arts. EMR students will be assisted in procuring a driver's license, automobile maintenance experience, and jobs related to this knowledge and experience.

VTP 2144

Title: CSIU Career Education Institute (Continuation).

Principal Investigator: Carl W. Pepperman

Recipient Institution: Central Susquehanna I.U. #16, Lewisburg, Pennsylvania 17837

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$47,984.00

Supporting Agency: Pennsylvania Department of Education, Post Office Box 911, Harrisburg, Pennsylvania 17126

Contract and/or Control No.: 19-3019

Summary of Project: In the continuation (2nd year) of the Career Education Institute, twenty-four teachers, guidance and library personnel from a maximum of four districts will be selected to participate in a three-week in-service program and classroom implementation of innovations. A second-generation of local district personnel will be trained in a three-day workshop accomplishing a multiplication effort. Curriculum units, hands-on activities, and career media will be developed. Throughout the project CEI staff support will be given to participants and to last year's trainees.

VTP 2145

Title: Career Exploration Grades 7-9 Inclusive.

Principal Investigator: Rachel Schweitzer

Recipient Institution: Seaford School District, Delaware Place, Seaford, Delaware 19973

Start - End Dates: July 1975 to June 1976

Annual Funding: \$9,589.00

Supporting Agency: State of Delaware, Department of Public Instruction, Dover, Delaware 19901

Contract and/or Control No.: No data

Summary of Project: The project is designed to make students aware of careers and to provide experiences to help them explore a variety of career areas. The students will be provided opportunities to study current and pertinent career information to assist them in making career choices.

VTP 2146

Title: Assessment of Employment Opportunities in Family and Community Services in Area XV.

Principal Investigator: Bob Morrissey

Recipient Institution: Indian Hills Community College, Ottumwa, Iowa 52501

Start - End Dates: May 1, 1975 to December 31, 1975

Annual Funding: \$4,991.00

Supporting Agency: Career Education Division, Department of Public Instruction, Grimes State Office Building, Des Moines, Iowa 50319

Contract and/or Control No.: No data

Summary of Project: This project seeks to: (1) determine the availability of employment opportunities in Family and Community Services in Area XV; (2) develop lists of employers in Area XV who would employ persons in family and community service occupations, opportunities available, and educational specifications; (3) develop a list of occupations which are classified in family and community service occupations and the number employed in each; (4) ascertain wages paid by employers in each of the occupations; and (5) publish a research study compiling data accumulated through the outreach effort and providing recommendations based on that data relative to the feasibility of program development in the area of Family and Community Services at Indian Hills Community College.

VTP 2147

Title: Investigating Career Education.

Principal Investigator: Sister Therese Cornellier

Recipient Institution: Diocese of Providence, Providence, Rhode Island 02903

Start - End Dates: June 30, 1975 to June 30, 1976

Annual Funding: \$25,390.00

Supporting Agency: State of Rhode Island, Department of Education, Vocational Education Office, Providence, Rhode Island 02908

Contract and/or Control No.: No data

Summary of Project: This project will develop and pilot career education programs for non-college bound students in grades 7-12 in Catholic Schools in the Providence Diocese. The objectives are to: (1) train teachers in career education; (2) continue development of a Career Resources Center; (3) aid student awareness of available resources; (4) redirect thinking of students and parents in career and consumer education; and (5) examine the feasibility of a work-study program. Procedures will include: (1) utilization of consultant services; (2) workshops and a system-wide conference; and (3) collection and development of career education materials.

VTP 2148

Title: Developing Occupational Awareness of Vocational Skills for E.M.R. Students.

Principal Investigators: Mary Remington and Elaine Grande

Recipient Institution: Gladstone Street School, 50 Gladstone Street, Cranston, Rhode Island 02920

Start - End Dates: September 1975 to June 1976

Annual Funding: \$3,402.00

Supporting Agency: State Department of Education, Providence, Rhode Island 02908

Contract and/or Control No.: No data

Summary of Project: The primary goal of this project is to develop an awareness of the job skills and requirements in realistic occupational areas within the community for 28 E.M.R., 12-14-year-old elementary students before they drop out of school. Areas of coverage include: (1) manufacturing and construction; (2) agriculture and natural resources; (3) consumerism and homemaking; (4) transportation; (5) city maintenance; (6) auto service and maintenance; (7) newspapers. Procedures for implementation include: (1) in-class projects involving consultants in specific job areas; (2) field trips to various job area sites; (3) teaching communication skills through books, operational instructions, classified ads, and income tax forms; (4) teaching math skills in correlation with banking procedures, time cards, and tax forms; and (5) role playing, employment interviews, and teacher and peer consultation.

VTP 2149

Title: Career Information Services to Community Colleges in Oregon.

Principal Investigator: Bruce McKinlay

Recipient Institution: Career Information System, University of Oregon, Eugene, Oregon 97403

Start - End Dates: July 2, 1975 to June 30, 1976

Annual Funding: \$21,500.00

Supporting Agency: Oregon State Board of Education, Salem, Oregon 97310

Contract and/or Control No.: No data

Summary of Project: The focus of this project is to introduce career information services into Oregon community colleges not presently served and to expand existing

programs. Objectives will include: (1) introduction of the Career Information System (CIS) to administrative and instructional staff; (2) increased utilization of CIS; (3) assistance in problem areas; (4) integration of CIS in community settings; and (5) dissemination of ongoing CIS materials to community colleges. Procedures utilized will include: (1) workshops, in-service programs, and computer set-up and training for college personnel; (2) assistance in locating information centers throughout the community; and (3) localization and supply of updated occupational information.

VTP 2150

Title: Teacher Assistant Training Program.

Principal Investigator: Ronald Kaizer

Recipient Institution: Clackamas Community College, 19600 S. Mollalla Avenue, Oregon City, Oregon 97045

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$12,535.00

Supporting Agency: Oregon State Board of Education, Salem, Oregon 97310

Contract and/or Control No.: No data

Summary of Project: This project seeks to develop a model for recruiting, training, and placing community college students as teacher assistants in secondary vocational/occupational schools. Goals are improved vocational education for both community college and secondary students and expanded occupational opportunities for community college students. Vocational/occupational students will be selected from Clackamas Community College and provided with a course in basic teacher education. Performance requirements for teacher assistants will be developed and success of the project will be evaluated for use as a model in Oregon's community colleges.

VTP 2151

Title: Carroll County Vocational Internship Program.

Principal Investigator: Roland Haun

Recipient Institution: Carroll County Board of Education, Box 90, Carrollton, KY 41008

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$20,689.00

Supporting Agency: Bureau of Vocational Education, Kentucky State Department of Education, Frankfort, KY 40601

Contract and/or Control No.: No data

Summary of Project: The primary goal of this project is to provide community based training for Carroll County High School students through use of a skilled-occupations internship. A screening committee will select students and a detailed analysis of occupational interests and experiences will be conducted. It is expected that 75% of participating students will remain in the community as employees upon high school graduation and 18 of the internship students will be placed in occupations which reflect the work experience gained during the program.



VTP 2152

Title: Career Information Resource, Center for Learning Experiences.Principal Investigator: Joshua R. WheelerRecipient Institution: Baltimore County Board of Education, 6901 N. Charles Street, Towson, MD 21204Start - End Dates: July 1, 1973 to July 1, 1976Annual Funding: \$25,500.00Supporting Agency: Maryland State Department of Education, Division of Vocational Education, Baltimore, MD 21201Contract and/or Control No.: No data

Summary of Project: The focus of this project is to further develop a career resource information center in western Baltimore County to serve both elementary and high schools. Objectives are to : (1) increase information about existing vocational programs and emphasis upon career exploration and choice; (2) upgrade school achievement through emphasis on career goals; (3) provide teachers with career instructional materials and hands-on experience through in-service programs; and (4) coordinate job development activities with career planning. Procedures include: (1) organization of a career information workshop; (2) development of in-service programs for teachers from pilot schools; (3) continued assembly of a career information library; and (4) training personnel to operate the career information center.

VTP 2153

Title: An Experimental Study to Determine the Impact of Career Exploration on Career Maturity and Attitudes Toward School of Junior High Students in Bullitt County, KY.Principal Investigators: Karen Travis and Frank HatfieldRecipient Institution: Bullitt County Board, Hebron Junior High, Shepherdsville, KY 40165Start - End Dates: August 11, 1975 to June 30, 1976Annual Funding: \$12,416.75Supporting Agency: Bureau of Vocational Education, Kentucky State Department of Education, Frankfort, KY 40601Contract and/or Control No.: No data

Summary of Project: The purpose of this project is to determine the impact of a career exploration program on career maturity and school attitudes of students at Hebron Junior High School. The 1975-76 school year will be the third year for the Exploratory Career Exploration program at the school. The program has utilized a Career Resource Room with a variety of exploratory materials and a "shadowing program" allowing students to work under the supervision of workers in particular businesses. Testing of seventh, eighth and ninth grade students in experimental and control groups will determine the effectiveness of the program and produce an evaluation system applicable to other career exploration programs in the state.

VTP 2154

Title: Project "ACE" - Approaches to Career Education.Principal Investigator: Joshua R. Wheeler.Recipient Institution: Baltimore County Board of Education, 6901 N. Charles Street, Towson, MD 21204Start - End Dates: June 1975 to June 1978

Annual Funding: \$23,300.00

Supporting Agency: Maryland State Department of Education, Division of Vocational Education, Baltimore, MD 21201

Contract and/or Control No.: No data

Summary of Project: This three year project will test career development approaches and their influence on decision-making skills of tenth grade students. Procedures will include: (1) increased faculty career awareness and involvement; (2) student evaluation of interests, abilities, values, and needs related to occupational roles; (3) student development of decision-making through curriculum, field experience, and media; (4) student relation of experiences to future course selection; and (5) individual curriculum development files maintained for all students.

VTP 2155

Title: A Study of Occupational Mobility in Pennsylvania - Phase II.

Principal Investigator: Edwin L. Herr

Recipient Institution: The Pennsylvania State University, University Park, PA 16802

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$24,354.00

Supporting Agency: The Research Coordinating Unit, The Pennsylvania Department of Education, Box 911, Harrisburg, Pennsylvania 17126

Contract and/or Control No.: No data

Summary of Project: This study will examine the Pennsylvania Census data for each of the 106 occupations subsumed by the professional, technical, and kindred workers cluster in order to identify information pertinent to such matters as: (1) annual occupational withdrawal and re-entry rates by race and sex; (2) alternate routes for attaining employment in a particular occupation; (3) occupational entry rates for persons leaving the armed forces; (4) occupational availability by urban or rural location; (5) supply/demand ratios of occupational interaction; and (6) movement among technical and professional occupations. Expectancy tables describing each occupation in terms of the above information will be developed. These expectancy tables will be organized into a publication suitable for use by counselors and students to facilitate decision-making about professional, technical and kindred occupations and different vocational education opportunities pertinent to such occupations. Because of the nature of the Census data providing the basis for this study, the primary form of data analysis will consist of percentages among categories, ratios, and, where feasible, expectancy tables.

VTP 2156

Title: Industrial Arts in the Elementary Schools, K-5.

Principal Investigator: Franklin Arbaugh

Recipient Institution: Appoquinimink School District, Main Street, Odessa, DE 19730

Start - End Dates: July 1975 to June 1976

Annual Funding: \$10,000.00

Supporting Agency: State of Delaware, Department of Public Instruction, Dover, DE 19901

Contract and/or Control No.: No data

Summary of Project: This project will correlate industrial arts with basic elementary curriculum in Appoquinimink School District. Children will be involved in activities dealing with tools, materials, machines, and processes to gain knowledge and an understanding of technology and development of psychomotor skills. This program is a general approach and not designed to meet the needs of a specific group.

VTP 2157

Title: Mining and Reclamation Cooperative Education Program (Continuation).

Principal Investigators: G. Harold Massey and B.M. Hatley

Recipient Institution: Madisonville Community College, Madisonville, KY 42431

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$19,306.00

Supporting Agency: Kentucky State Department of Education, Bureau of Vocational Education, Capital Plaza Tower, Frankfort, KY 40601

Contract and/or Control No.: No data

Summary of Project: The project is designed to demonstrate how personnel from a vocational-technical school, a community college, and the mining and reclamation industry can work together to provide the people of Region II with the skills and knowledge needed to secure employment. The objectives are to: (1) provide and coordinate cooperative learning experiences between the instructional programs and the mining industries of Region II; (2) field test and document a Cooperative Education Mining and Reclamation Experience Program, utilizing the educational activities of the Madisonville Community College, the Madisonville State Vocational-Technical School, and the facilities of the mining industry of Region II; and (3) place major emphasis on identifying methods of sharing the expertise and facilities of two educational institutions for maximum educational benefits to the people, and to better meet the employment needs of the mining and reclamation industry of Region II. The cooperative project will involve three programs at the two educational agencies. The three programs are Mining Technology and Reclamation Technology at the community college and General Mining Management Training at the vocational-technical school. All three programs include a work experience or co-op plan to allow the student both theory and practical work.

VTP 2158

Title: Vocational Technical Education Consortium of States.

Principal Investigator: Rachel Schweitzer

Recipient Institution: Department of Public Instruction, Dover, DE 19901

Start - End Dates: July 1975 to June 1976

Annual Funding: \$25,000.00

Supporting Agency: Department of Public Instruction, Instructional Services Branch, Vocational Education Division, Dover, Delaware 19901

Contract and/or Control No.: No data

Summary of Project: This project is designed for Delaware to join a State Consortium for the development of 35 vocational areas in performance based terms. The goal is to implement a task oriented curriculum whereby students graduating from a vocational-technical course will have acquired skills pertinent to the requirements of business and industry. Through membership in V-TECS, Delaware educators will have access to 52 projects which yield approximately 13,700 tasks performed by incumbent workers and a computer bank containing approximately 18,700 performance objectives and criterion-referenced measures.

VTP 2159

Title: World at Work.

Principal Investigator: Franklin D. Arbaugh

Recipient Institution: Capital School District, 945 Forrest Street, Dover, DE 19901  
Start - End Dates: July 1975 to June 1976  
Annual Funding: \$16,703.00  
Supporting Agency: State of Delaware, Department of Public Instruction, Dover, DE 19901  
Contract and/or Control No.: No data

Summary of Project: This program will assist in the expansion of career centers in each of the Capital School District's six elementary schools to provide pertinent information, materials and equipment that will assist students in acquiring useful information about the occupational structure of the economy, the alternatives of career choice, the obligations of involvement in the total work force, the determination of personal capabilities and aspirations, and opportunities to prepare for employment. Procedures include: (1) recruitment and selection of community resource persons; (2) expansion of career centers, placement of materials, supplies and equipment; (3) orientation for all K-4 teachers as to job relationships and pupil tasks; (4) establishment of a file of pupil manipulatives; utilization of gallon cans and similar containers to hold the manipulatives as related to the 15 job clusters; and (5) a computer managed system of materials usage and child interest accounting.

VTP 2160

Title: Coordinate Special Evaluation and Diffusion Activities.

Principal Investigator: L. Hobdy Perkins  
Recipient Institution: University of West Florida, Pensacola, Florida 32504  
Start - End Dates: July 1975 to June 1976  
Annual Funding: \$29,200.00  
Supporting Agency: The Vocational, Technical and Adult Education Division, Department of Education, Tallahassee, Florida 32304  
Contract and/or Control No.: C6-001

Summary of Project: The objectives of this project are to: (1) conduct analyses of VTAE follow-up information; (2) design and coordinate purposive samples of incumbent workers for identified V-TECS catalogs; and (3) assist in directing a statewide in-service program to implement cost-benefit and cost-effectiveness analyses. Association will be maintained with the section heads for vocational evaluation and dissemination/diffusion for cost-benefit and cost-effectiveness analyses. A management plan for project results implementation will be submitted to the Bureau of Vocational Research for review and approval.

WTP 2161

Title: Delmarva Career Education Program.

Principal Investigator: Doyle Owen  
Recipient Institution: Seaford School District, Delaware Place, Seaford, DE 19973  
Start - End Dates: July 1975 to June 1976  
Annual Funding: \$9,250.00  
Supporting Agency: Department of Public Instruction, Instructional Services Branch, Vocational Education Division, Dover, DE 19901  
Contract and/or Control No.: No data

Summary of Project: This cooperative effort of Delaware, Maryland, and Virginia has been designed to assist with student job placement through the compilation of a labor market survey of the Delmarva Economic Region and coordinate a program of employment

information between the various districts and business and manufacturing. Local school districts will be provided with assistance in conducting classroom programs to assist students in job information, potential career areas, and employment interviews. The Delmarva Education staff through coordination of the three State Departments of Education, the various districts, and the business community of the region will collect and disseminate career materials relevant to the Delmarva Economic Region; and further, they will develop career data and information on the region and the specific industries.

VTP 2162

Title: Relevancy & Decision - Career Education.

Principal Investigator: James Sullivan

Recipient Institution: Cumberland School Department, Mendon Road, Cumberland, RI 02864

Start - End Dates: September 1975 to June 1976

Annual Funding: \$7,596.00

Supporting Agency: Rhode Island State Department of Education, Providence, RI 02908

Contract and/or Control No.: No data

Summary of Project: This project seeks to foster the total effort of the Cumberland School Department in implementing career education in all grades, K-12 and to provide secondary students with attitudes and behaviors for work through vocational exploration and specific vocational skill development. The program will identify students from five subject areas in grades 10 through 12 and provide educational experiences which will attempt to meet their needs in the following objectives: (1) improved and expanded opportunities for awareness and development of life career identity; (2) opportunities to conceptualize emerging life career identity through articulated career orientation and exploration activities; (3) opportunities to gain experience through effective placement and exploration activities.

VTP 2163

Title: Video Tape Equipment: Addendum Proposal to "AT LAST."

Principal Investigator: William D. Ealahan

Recipient Institution: Capital Area Regional Vocational Technical Institute, Augusta School Department, Augusta, Maine 04330

Start - End Dates: June 6, 1975 to July 6, 1976

Annual Funding: \$1,325.00

Supporting Agency: State of Maine, Department of Educational and Cultural Services, Augusta, Maine 04330

Contract and/or Control No.: No data

Summary of Project: This project is designed for use in Maine Vocational Education Programs. The addition of audio-visual equipment to the AT LAST program will be utilized to re-create actual transactions that occur in job interviews: resume development, job hunting procedures, interviews on attitudes and behavior expectations of the employer, and role playing of vital learning required to obtain and retain employment. This equipment will also be used as an evaluation device to record progress and problems of both the individual and overall group in the learning process. Program effectiveness will be measured against such standards as: improved grades, decreased absenteeism, decreased disciplinary issues, clarification of values, improved job performance and satisfaction, effective communication in the interpersonal issues of life, and problem identification and human growth through problem solving.



VTP 2164

Title: A Field Trial and Analysis of Selected Occupational Guidance Activities With Counselor In-Service Education (Continuation).

Principal Investigators: Wayne Ashley and Norman Ehresman

Recipient Institution: Center for Career and Vocational Teacher Education, Western Kentucky University, Bowling Green, Kentucky 42101

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$24,960.00

Supporting Agency: Kentucky State Department of Education, Frankfort, Kentucky 40601

Contract and/or Control No.: No data

Summary of Project: The purposes of the project are to: (1) conduct research on the effect of activities emphasizing the vocational aspects of guidance on the career attitude and maturity of high school seniors; (2) extend and improve the use of tests of occupational significance in secondary schools to facilitate orientation to and exploration of occupational fields and preparation for entrance into advanced training or the labor market; (3) upgrade and retrain counselors for improved planning, implementing and evaluation of occupational guidance activities; and (4) develop, implement, and evaluate guidance activities to meet the needs of selected 9-12 grade youth. Activities to be conducted will be a continuation of those begun in January 1972 and will include: (1) Use of OVIS interest test on a classwide basis with specific emphasis on occupational exploration at the ninth grade level and as needed with students at the eleventh and twelfth grades; (2) use of GATB on a classwide basis with emphasis on occupational exploration at the 10th grade level for identification, selection, and counseling of students with special abilities needed to succeed in the various occupational training opportunities available in school and the area vocational-technical schools or extension centers at the same level, and for placement purposes at the 11th and 12th grades; and (3) use of occupational information at all grade levels to assist students to develop as complete an understanding of the world of work as possible, as complete an understanding of himself as possible, and integrating these so that effective decisions can be made. This will involve utilization of automated occupational information system (Kentucky VIEW) and student test performance from interest scales and Occupational Aptitude Patterns.

VTP 2165

Title: Model of Inter-Agency Articulation to Facilitate a Cooperative Feasibility Study

Principal Investigator: Carl E. Fasser

Recipient Institution: Pitt Technical Institute, P.O. Drawer 7007, Greenville, North Carolina 27834

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$20,800.00

Supporting Agency: North Carolina State Department of Public Education, Occupational Research Unit, Raleigh, North Carolina 27611

Contract and/or Control No.: No data

Summary of Project: The specific problem to be addressed by this project is designing, implementing, and recording as a model a program of inter-agency articulation to facilitate the completion of a detailed feasibility study which would gauge the practicality of implementation of a physicians' assistant training program at the applicant institution. The objectives of the project are to: (1) identify what agencies, organizations, groups, and individuals should be involved in the articulation effort; (2) determine what resources (personnel, equipment, facilities, etc.) will be necessary

ingredients when and if program implementation might become a reality; (3) to match these resources with agencies and institutions in a plan of inter-agency articulation; (4) to conduct and document a feasibility study based upon the above-identified resources and institutions, to determine the feasibility of implementing the physicians' assistant program at some time in the future; and (5) to compile and produce both a written Model of Inter-Agency Articulation and a feasibility study and distribute these to appropriate state and local governmental agencies, the groups involved in the effort, and other appropriate parties. Procedures for accomplishing the objectives will include: (1) questionnaires administered to local health agencies and institutions, medical school personnel, advisory committee members, and the American Academy of Physicians Assistant Programs to help determine the proper groups, agencies, and other entities which should be involved in the articulation; (2) surveys of appropriate sources (institutions currently offering physicians assistant programs, the American Academy for Physicians Assistant Programs, etc.) to determine what resources will be necessary for implementation of a program at the applicant institution; (3) surveys of agencies involved in the articulation to determine the extent to which they collectively possess the identified necessary resources; (4) an analysis of all variables in the form of a complete feasibility study and a Model of Inter-Agency Articulation to be printed and distributed to appropriate recipients.

VTP 2166

Title: Work-Study Experiences for Selected Students in the Field of Health Occupations.

Principal Investigators: Barbara Fife and Roger Stewart

Recipient Institution: Lincoln-Woodstock Cooperative School District, Lincoln, NH 03251

Start - End Dates: July 1975 to June 1976

Annual Funding: \$10,900.00

Supporting Agency: New Hampshire State Department of Education, Vocational-Technical Division, 105 Loudon Road, Concord, NH 03301

Contract and/or Control No.: No data

Summary of Project: The objectives of this project are to: (1) give participants instruction and information in specific interest areas (laboratory, technical, medical secretary, etc.) which would allow them enough skill to participate in an eight week work-study phase; (2) provide each participant with a good practical view of his own special interest field; and (3) promote a choice on the part of participants to further his education in a health oriented field at the post-secondary level. The project will be conducted in four stages. Part I of the academic phase will be general academic instruction, field trips and information dealing with health vocational areas; development of attitudes, and code of dress applicable to the medical profession. Part II will be concerned with developing laboratory skills and procedures which are actually carried on in hospitals, doctor's offices, and clinics. Part III will involve an eight week work-study experience which will function on a rotational basis so that students will experience as broad a scope of activity as possible. Part IV will be seminars and guidance interviews to help students assess their findings.

VTP 2167

Title: Consumer Education.

Principal Investigator: C. Ardell Smiley

Recipient Institution: Idaho State University, Pocatello, Idaho 83201

Start - End Dates: July 1975 to June 1976

Annual Funding: \$17,283.00

Supporting Agency: Idaho State Department of Education, Boise, Idaho 83707  
Contract and/or Control No.: No data

Summary of Project: This ongoing project is a special offering to all full time preparatory programs. Students are offered the opportunity to design individualized programs for the most practical utilization of their income. Areas of coverage include: housing, food, clothing, transportation, insurance, and taxes, as well as the more common emergency expenses.

VTP 2168

Title: Career Development Partnership.

Principal Investigator: Edward Myers

Recipient Institution: Cranston School Department, 845 Park Avenue, Cranston, Rhode Island 02910

Start - End Dates: June 30, 1975 to June 18, 1976

Annual Funding: \$21,046.00

Supporting Agency: State of Rhode Island, Department of Education, Vocational Education Office, Providence, Rhode Island 02908

Contract and/or Control No.: No data

Summary of Project: The major objectives of the program are to: (1) construct a parent education program that has as its primary feature assisting parents in realizing the role they play in the vocational development of their children; (2) train counselors at both the elementary and secondary levels to conduct parent education programs; (3) instruct parents as to methods of maximizing the impact of that role; (4) prepare parents and professionals to work together as a team in conducting the program in local Title I schools; and (5) develop literature for parents of children at the elementary, junior, and senior high levels to help inform them of the career development phase their child is experiencing. These objectives will be accomplished through the utilization of traditional types of research, including searches of ERIC, CIJE, etc.; interviews of Title I parents and contact with local individuals involved in career education; and a workshop consisting of six, three-hour sessions.

VTP 2169

Title: Individualized Instructional Program in Power Mechanics.

Principal Investigator: Walter Wimmer

Recipient Institution: Plymouth High School, Plymouth, NH 03865

Start - End Dates: July 1, 1975 to June 30, 1976

Annual Funding: \$8,500.00

Supporting Agency: New Hampshire State Department of Education, Division of Vocational-Technical Education, 105 Loudon Road, Concord, New Hampshire 03301

Contract and/or Control No.: No data

Summary of Project: The major objectives of the program are to: (1) provide a totally employable individual who is capable of servicing, repairing, and maintaining a wide variety of engines; (2) develop a student who is able to advance to higher levels of training in more complex mechanical levels; (3) reduce the drop out rate of disadvantaged and handicapped youth. Procedures followed will be to: (1) offer students a completely individualized, student reinforced, hands-on learning experience; (2) involve students in the complete disassembly and assembly of a wide variety of engines; (3) develop partner responsibility by arranging students in groups of two; and (4) provide cooperative education during the second year of the program.

VTP 2170

Title: Placement and Follow-Up Model.Principal Investigators: Bettie Tipton and Martha RaymerRecipient Institution: Vocational Education, Region Four, College of Education, Room 129, Western Kentucky University, Bowling Green, Kentucky 42101Start - End Dates: July 1975 to June 1976Annual Funding: \$41,284.00Supporting Agency: Kentucky State Department of Education, Frankfort, Kentucky 40601Contract and/or Control No.: No data

Summary of Project: This project is designed to: (1) develop and implement a comprehensive plan, from a suggested model, for an effective regional placement and follow-up system; (2) identify the placement and follow-up activities that should be established as part of the job description for vocational education staff employed by the Bureau of Vocational Education at local and regional levels; (3) develop and implement a communication network among various agencies, institutions and individuals to provide for an effective, comprehensive placement and follow-up system; (4) utilize and coordinate state, regional and local follow-up data in the planning, implementation and evaluation of vocational education programs, services and activities; (5) publish and disseminate various documents, leaflets, brochures, etc., to appropriate target population; and (6) evaluate the placement and follow-up project through in-house and consultant evaluation.

VTP 2171

Title: K-6 Career Education Development.Principal Investigator: Robert E. RigdonRecipient Institution: Greensburg Community School Corporation, Greensburg, IN 47240Start - End Dates: April 15, 1975 to June 15, 1976Annual Funding: \$5,330.00Supporting Agency: Indiana State Department of Public Instruction, Division of Vocational Education, 120 West Market Street, 16th Floor, Indianapolis, IN 46204Contract and/or Control No.: No data

Summary of Project: The objectives of this project are to: (1) provide teachers with a comprehensive in-service career education experience; (2) develop clear K-12 Career Education Goals for total corporation guidance; (3) purchase and adapt career education materials and techniques for Greensburg; (4) develop or select and purchase an evaluative "system" to measure the results; (5) implement the program during the 1975-1976 school year; and (6) evaluate, modify, and disseminate results from the project. The project will begin with an in-service phase designed to acquaint teachers with on-going programs, materials and supplies available, and methods and techniques already in use. This phase will culminate with the development of goals, materials needed, methods for trial at Greensburg, and the ordering of materials and supplies. The evaluative system could then be developed, the program put in operation, and finally the system evaluated and documented.

VTP 2172

Title: Career Orientation Education.Principal Investigator: Vilma CoiaRecipient Institution: E.W. Flynn Model School, 220 Blackstone Street, Providence, Rhode Island 02905

Start - End Dates: September 1975 to June 1976

Annual Funding: \$800.00

Supporting Agency: Rhode Island State Department of Education, Providence, Rhode Island 02908

Contract and/or Control No.: No data

Summary of Project: Designed for use in elementary school, this project seeks to assist students in the development and understanding of: (1) concepts basic to future career decisions; (2) self-confidence in a variety of activities; (3) awareness and responsiveness to the environment; (4) individual values in relation to others; and (5) decision making and problem solving. Procedures will include integration of career oriented discussions, class and independent projects, and role playing within the existing curriculum.



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